

**EPA—UMC BOARD OF ORDAINED MINISTRY
On-Site Evaluation Forms for the Provisional Deacon**

Observer's Name _____ Date of Visit _____

Name of Provisional Member _____

Name of Site _____ City or Town _____

Based on your observation, describe the provisional member's role at this site.

What did you observe during your visit? (worship service, Christian education, counseling session, chaplaincy work, etc.)

EVALUATION OF SERVANT LEADERSHIP AS A DEACON

In what ways did the resident serve as a bridge between the Church and the world?

In what ways did the provisional member fulfill his/her call to a ministry of the Word?

In what ways did the resident fulfill his/her call to a ministry of Service?

In what ways did the resident fulfill his/her call to a ministry of Compassion?

In what ways did the resident fulfill his/her call to a ministry of Justice?

EVALUATION OF RESIDENT IN GENERAL

Using the scale 1=not at all; 2=somewhat; 3=good; 4=very good, rank the following:

1. _____ How does the provisional member relate to his/her colleagues?
2. _____ How does the provisional member relate to those he/she serves?
3. _____ How appropriate was the provisional member's sense of healthy boundaries?
4. _____ How appropriate were the provisional member's mannerisms and non-verbal communication?
5. _____ How was the provisional member's overall self-presentation (attire, hygiene, etc.)?

Explanatory notes

EVALUATION SUMMARY

List three ways in which you were blessed, uplifted, inspired, given food for thought, or healed during this experience.

1. _____
2. _____
3. _____

List three suggestions you have for the provisional member to strengthen his/her ministry.

1. _____
2. _____
3. _____

EVALUATOR'S FINAL COMMENTS

Overall, how would you rate the provisional member's fitness for ministry as a deacon?

- _____ 1. Unacceptable; needs major improvement.
_____ 2. Somewhat acceptable, improvement needed.
_____ 3. Demonstrates competency in servant leadership.
_____ 4. Outstanding; demonstrates exemplary servant leadership

Were there any extenuating circumstances that MIGHT suggest an additional visitation is needed (ex. recent critical illness)? If so, explain:

EXIT INTERVIEW WITH PROVISIONAL DEACON

DIRECTIONS

1. After the evaluation, meet privately with the provisional member.
2. Give the resident a copy of this report to read along with you as the two of you talk.
3. Give the resident feedback including areas where he/she excelled and areas which need improvement. Be candid about your observations of his/her strengths and weaknesses.
4. Listen to any response the resident has to your critique.
5. Ask the resident to sign this report. Remind him/her that their signature does not mean agreement, but instead indicates the report has been shared and discussed.

Invite the provisional member to record any comments here:

Date

Evaluator’s Signature

Provisional Member’s Signature

Return this completed form to the BOM Registrar.

Rev. Deborah Gildart-Hanks
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 deborahgildarthanks@gmail.com