

An interactive version of this form may be found at [www.cts.edu](http://www.cts.edu)

## MINISTRY SUPPORT COMMITTEE REPORT FOR ADVANCED STUDENT End of Fall Semester

Student \_\_\_\_\_

Ministry Site \_\_\_\_\_

Ministry Support Committee Chairperson \_\_\_\_\_

- If using an interactive version of this form found at [www.cts.edu](http://www.cts.edu), it is a committee member's responsibility to print the form for evaluation conversations.
- Discuss this report with the student. Compare it with the student's report.
- The student will deliver it to the SCOFE Supervisor.

**SECTION ONE:** Please rate your student in the following areas using the two criteria. Please place a letter (S, N) next to each characteristic.

(S) Satisfactory	(N) Needs Improvement
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1. \_\_\_\_\_ Reliability
2. \_\_\_\_\_ Punctuality
3. \_\_\_\_\_ Preparedness
4. \_\_\_\_\_ Approachability
5. \_\_\_\_\_ Friendliness
6. \_\_\_\_\_ Appearance & Grooming
7. \_\_\_\_\_ Listening skills
8. \_\_\_\_\_ Communication skills
  - a. \_\_\_\_\_ Oral
  - b. \_\_\_\_\_ Written
9. \_\_\_\_\_ Theological knowledge
10. \_\_\_\_\_ Teaching skills
11. \_\_\_\_\_ Preaching skills
12. \_\_\_\_\_ Ability to lead small groups
13. \_\_\_\_\_ Administrative skills
14. \_\_\_\_\_ Adherence to job description
15. \_\_\_\_\_ Integration of faith and life
16. \_\_\_\_\_ Creativity and imagination
17. \_\_\_\_\_ Ability to think outside the box
18. \_\_\_\_\_ Sensitivity to current ethical issues
19. \_\_\_\_\_ People skills
20. \_\_\_\_\_ Awareness of congregational systems
21. \_\_\_\_\_ Extent to which the student helped the MSC understand its role in the student's learning

**SECTION TWO:** Please rate your student in the following areas. Place a letter (A, D, N) next to each characteristic.

(A) Agree	(D) Disagree	(N) Not Sure
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- A \_\_\_\_\_ Is sufficiently mature
- B \_\_\_\_\_ Is intellectually alive
- C \_\_\_\_\_ Is spiritually alive
- D \_\_\_\_\_ Is overly dependent
- E \_\_\_\_\_ Is too independent
- F \_\_\_\_\_ Uses common sense
- G \_\_\_\_\_ Meets deadlines
- H \_\_\_\_\_ Carries out assignments energetically
- I \_\_\_\_\_ Pays attention to details
- J \_\_\_\_\_ Is sensitive to other's pain
- K \_\_\_\_\_ Inspires confidence in others
- L \_\_\_\_\_ Is too dictatorial
- M \_\_\_\_\_ Is able to receive and process constructive criticism
- N \_\_\_\_\_ Is a problem solver
- O \_\_\_\_\_ Demonstrates enthusiasm for ministry
- P \_\_\_\_\_ Has a clear sense of call
- Q \_\_\_\_\_ Takes Learning Covenant seriously
- R \_\_\_\_\_ Is well organized

**SECTION THREE:** Relationships

How well does the student relates to:

(S) Satisfactorily	(N) Needs Improvement
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- \_\_\_\_\_ Infants
- \_\_\_\_\_ Children
- \_\_\_\_\_ Teenagers
- \_\_\_\_\_ Young Adults
- \_\_\_\_\_ Older Adults
- \_\_\_\_\_ Married People
- \_\_\_\_\_ Single People
- \_\_\_\_\_ Parents
- \_\_\_\_\_ Authority Figures
- \_\_\_\_\_ Members of the Same Sex
- \_\_\_\_\_ Members of the Opposite Sex
- \_\_\_\_\_ Visitors
- \_\_\_\_\_ Persons of Diverse Cultures
- \_\_\_\_\_ Small Groups
- \_\_\_\_\_ Large Groups
- \_\_\_\_\_ One-on-One

**SECTION FOUR:** Other Issues

Are there other issues or concerns that you have regarding your student's readiness to do ministry that you would like to share with CTS at this time? Please be specific about how well he/she is prepared.

Regarding the site visit by the SCOFE Supervisor:  
What stands out as particularly meaningful?

How would you improve the visit?

**Regarding this ministry site:**

The strengths of this teaching congregation/site are:

This teaching congregation/site could improve by:

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MSC Chairperson's signature

Date

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Student's signature

Date



## **MINISTRY SUPPORT COMMITTEE REPORT FOR ADVANCED STUDENT End of Spring Semester**

Student \_\_\_\_\_

Ministry Site \_\_\_\_\_

Ministry Support Committee Chairperson \_\_\_\_\_

- If using an interactive version of this form found at [www.cts.edu](http://www.cts.edu), it is a committee members responsibility to print the form for evaluation conversations.
- Discuss this report with the student
- The student will deliver it to the SCOFÉ Supervisor

### **Please comment on the student's:**

1. Faithfulness to her/his spiritual life; that is, his/her level of self-care in all its dimensions (devotional, physical, emotional, intellectual, etc.).
2. Ability to initiate helpful conversations, participate fully in the conversations, and guide the kind of conversations that move persons and groups toward a more just and loving life in God.
3. Working well with others through differences and conflicts.
4. Recognizing and admitting limitations, weaknesses, and failures, while seeking support and help.
5. Encouraging and assisting members of the body of Christ in recognizing and developing every member's gifts for ministry.

6. Ministerial leadership competency.

7. Growth this year.

8. Strength(s).

9. Areas for further attention and growth. (New personal and professional goals)

**Regarding the supervisory role of the MSC:**

The strengths of this MSC are:

This MSC could improve its ability to supervise by:

**FEEDBACK ON THE SCOFE PROGRAM**

Please comment on the ways the following parts of the SCOFE program helped you to do your part in assisting the student to grow as a minister.

**Printed Materials:**

What helped?

How would you improve them?

**Support and communication with the field education staff:**

What helped?

How would you improve the support and communication?

**Overall:** What would you *not* change about the program? What is most helpful?

What other changes would you make to improve our effort to help students learn, and grow in, ministerial graces?

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MSC Chairperson's signature

Date

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Student's signature

Date