



The Office of Field Education
LAY MENTORS' FINAL EVALUATION

(Student: Please make a copy for your Middler and Senior Reviews.)

Date: \_\_\_\_\_

Student (please print) - \_\_\_\_\_

Field Education Site - \_\_\_\_\_

Lay Mentor, representative (please print) - \_\_\_\_\_

This form is provided to assist Lay Mentors in rendering constructive and helpful observations of the intern. All of us need to see ourselves, as much as possible, as others see us. This is particularly true for the person who is called to the public vocation of ordained or consecrated ministry.

Please be forthright in your work. Seek to phrase your comments in ways which will enable the student to hear them. Students long for honest, helpful observations and comments.

This form will not fail a student or cost an intern ordination or employment. School and church officials use information from many different sources in making decisions on a student's progress in school and ministry.

Setting: Work in a private and comfortable place. You will need 1-2 hours to do a careful and faithful review. All Lay Mentors must be present to adequately complete this review. Work may be done with or without the supervisor's presence.

Confidentiality: This form is retained in the files of the Office of Field Education. No one other than staff, administration, and Divinity School Faculty have access to this document, unless a student waives confidentiality.

1. Spiritual Formation and Self-Care:

Demonstrates a commitment to living a life ordered towards holiness, justice, peace, and reconciliation.

- Very Attentive, Attentive, Less Attentive checkboxes

Evidences a commitment to personal prayer, Bible study, and reading for spiritual growth.

- Very Attentive, Attentive, Less Attentive checkboxes

Observes a Sabbath for personal renewal.

- Very Attentive, Attentive, Less Attentive checkboxes

Is open to receiving spiritual direction from others.

- Very Attentive, Attentive, Less Attentive checkboxes

Models and communicates healthy life-styles (spiritual, physical, and emotional) for strengthening individual and family health.

- Very Attentive, Attentive, Less Attentive checkboxes

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

## 2. Worship Leadership:

Has the student completed a worship course in Divinity School? Yes No

Is an effective worship leader.

Very Effective Effective Less Effective Not applicable

Demonstrates authenticity in worship leadership.

Very Effective Effective Less Effective Not applicable

Organizes and plans worship services with skill and care.

Very Effective Effective Less Effective Not applicable

Shows promise for an ability to read Scripture and the great texts of the Christian tradition with attentiveness, humility, and a lively imagination.

Very Effective Effective Less Effective Not applicable

Has the student completed a preaching course in Divinity School? Yes \_\_\_ No \_\_\_

Is an effective preacher.

Very Effective Effective Less Effective Not applicable

Preaches the gospel with clarity.

Very Effective Effective Less Effective Not applicable

Preaches the gospel with power and reverence.

Very Effective Effective Less Effective Not applicable

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

## 3. Administration:

Uses time well and appropriately prioritizes duties.

Very Effective Effective Less Effective Not applicable

Works well within committees and other small group teams.

Very Effective Effective Less Effective Not applicable

Completes required tasks in a timely manner.

Very Effective Effective Less Effective Not applicable

Is a good listener.

Very Effective Effective Less Effective Not applicable

Balances and manages the demands experienced:

working in high-stress situations

Very Effective Effective Less Effective Not applicable

working under time pressure with irregular schedules,

Very Effective Effective Less Effective Not applicable

responding to needs (reacting to emergencies)

Very Effective Effective Less Effective Not applicable

Possesses qualities of adaptability, flexibility, and the ability to function in the face of uncertainty.

Very Effective Effective Less Effective Not applicable

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth: [Click here to enter comments.](#)

#### 4. Teaching:

Is an engaging teacher and Bible study leader.

Very Effective     Effective     Less Effective     Not applicable

Encourages those in the church to grow in and practice their faith (Bible Study, Vacation Bible School, Sunday School).

Very Effective     Effective     Less Effective     Not applicable

Demonstrates competence in basic theology, biblical studies, and Christian practices.

Very Effective     Effective     Less Effective     Not applicable

Demonstrates a comprehensive spiritual knowledge needed to perform the primary tasks of ministry.

Very Effective     Effective     Less Effective     Not applicable

Thinks theologically in a way that is both faithful to the tradition and responsive to the challenges of our time.

Very Effective     Effective     Less Effective     Not applicable

Teaches the gospel with clarity.

Very Effective     Effective     Less Effective     Not applicable

Teaches the gospel with power and reverence.

Very Effective     Effective     Less Effective     Not applicable

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth: [Click here to enter comments.](#)

#### 5. Mission of the Church:

Takes seriously the mission and vision of the church.

Very Effective     Effective     Less Effective     Not applicable

Demonstrates ability and sensitivity to think ecumenically and globally considering the church in the wider world.

Very Effective     Effective     Less Effective     Not applicable

Engages in mission and evangelism by encouraging the church to invite others into Christian discipleship.

Very Effective     Effective     Less Effective     Not applicable

Invites the church to take seriously the needs of homeless, hungry, and lower income persons, and those in poverty and prison.

Very Effective     Effective     Less Effective     Not applicable

Is sensitive and understands the denominational traditions and practices in the field education setting within an ecumenical context.

Very Effective     Effective     Less Effective     Not applicable

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

**6. Pastoral Care:**

Is attentive to the ministries of caring (including hospital and home visitation, funerals, contacting homebound persons, etc.).

- Very Attentive       Attentive       Less Attentive       Not applicable\_\_\_

Demonstrates appropriate pastoral presence (boundaries, empathy, accessibility).

- Very Attentive       Attentive       Less Attentive       Not applicable\_\_\_

Enables and partners with the laity in the caring ministry of the church.

- Very Attentive       Attentive       Less Attentive       Not applicable\_\_\_

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

**7. Leadership:**

Understands his/her role and its function within the church as defined in the Learning Serving Covenant.

- Very Effective       Effective       Less Effective

Demonstrates initiative appropriate to the field education context (self-motivated, creative, anticipatory).

- Very Effective       Effective       Less Effective

Uses appropriate language.

- Very Effective       Effective       Less Effective

Honors confidentiality.

- Very Effective       Effective       Less Effective

Dresses appropriately for both the task and the context.

- Very Effective       Effective       Less Effective

Engages relationships with staff persons appropriately.

- Very Effective       Effective       Less Effective       Not applicable

Engages relationships with lay leaders appropriately.

- Very Effective       Effective       Less Effective

Understands and manages conflict in a constructive manner.

- Very Effective       Effective       Less Effective

Respects and honors all persons.

- Very Effective       Effective       Less Effective

Is punctual and prepared.

- Very Effective       Effective       Less Effective

Acts with compassion and is able to speak the truth in love.

- Very Effective       Effective       Less Effective

Thinks critically – both about the practices of the church and about the world in which the church finds itself – and *shows potential* to be an agent of transformation in both.

- Very Effective       Effective       Less Effective       Not applicable

Demonstrates an integration of integrity, authenticity, and the practice of faith in life and ministry.

- Very Effective       Effective       Less Effective       Not applicable

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

**8. Relationship Building**

Works with supervisor and others by making her/himself available to people.

- Very Attentive     Attentive     Less Attentive     Not applicable\_\_\_

Recognizes the authority of others.

- Very Attentive     Attentive     Less Attentive     Not applicable\_\_\_

Has a sense of self-awareness.

- Very Attentive     Attentive     Less Attentive     Not applicable\_\_\_

Communicates in diverse and challenging situations (e.g., preaching, visitation, teaching, worship leadership, and group facilitation).

- Very Attentive     Attentive     Less Attentive     Not applicable\_\_\_

Communicates empathetically and sensitively with individuals, groups, families, and congregations.

- Very Attentive     Attentive     Less Attentive     Not applicable\_\_\_

Is sensitive to the distinctive cultural context of the congregation.

- Very Attentive     Attentive     Less Attentive     Not applicable\_\_\_

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

**9. Vocational Clarity**

Maintains openness to vocational discernment within the church and the world.

- Very Receptive     Receptive     Less Receptive

Is pursuing appropriate steps in vocational discernment within the church and in the world.

- Very Receptive     Receptive     Less Receptive

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

Name of Student (please sign) \_\_\_\_\_

Lay Mentor representative (please sign)\_\_\_\_\_