

Year End Assessment

Student's Name _____

Pastor/Mentor _____

TFE Ministry Site _____

TFE Seminar Leader _____

Seminarian

Note: These are the **seminarian** questions. This assessment is designed to provide an opportunity for you to reflect on your ministry this year. **This Assessment should be a part of an end of the year conversation with your Pastor/Mentor, and Site Team chair and committee.** Please respond to the questions below on a separate sheet of paper. Attach these pages as the coversheet to the collective responses from yourself, your Pastor/Mentor and Site Team and be sure to include the signature page (complete with the required signatures). You are responsible for obtaining the needed signatures and for the timely submission of all forms to your Seminar Leader. The due date is in class the week of April 13.

Seminarian Questions:

- Describe three things that excite you about your ministry this year
- In what ways did you meet the goals stated in the Serving/Learning Covenant? Give examples to illustrate your assessment
- To what extent were you able to partner with others in performing ministry tasks?
- What strengths are evident in your ministry at this stage of the formation process?
- What particular areas need attention?
- What has been helpful in your time with your Pastor/Mentor? With your Site Team? What more would you have liked to have seen happen in your time with your Pastor/Mentor and Site Team?
- Are there recommendations or suggestions that you would like to give to your ministry setting?
- Any additional comments?

Pastor/Mentor

Note: These are the **Pastor/Mentor** questions. The following questions are intended to stimulate reflection on the student's growth in ministry and theological reflection. The assessment is a careful review of the learning goals specified in the Serving/Learning Covenant. The process is intended to affirm the growth observed in the seminarian and to help clarify direction for future learning. **This assessment should be a part of an end of the year conversation with your intern and the Site Team chair and possibly members of the committee.** Please respond to the questions below on a separate sheet of paper and submit them to the seminarian. The seminarian is responsible for

obtaining your signature and for the timely submission of all forms to her/his seminar leader. The due date is the week of April 13.

Pastor/Mentor Questions:

- Describe the seminarian in terms of ministerial identity, sense of call, spiritual growth, personal maturity and ability to work effectively with others
- Describe the seminarian's ability to reflect theologically on pastoral issues
- In what ways did the seminarian meet the goals stated in the Serving/Learning Covenant? Give examples to illustrate your assessment
- What strengths are evident in the seminarian's ministry at this stage of his/her formation?
- What particular areas need attention?
- How often have you met with the seminarian for supervisory conversation? Describe the dynamics and effectiveness of the supervisory relationship
- Any additional comments?

Site Team

Note: These are the **Site Team** questions. The following questions are intended to stimulate reflection on the student's growth in ministry and theological reflection. This assessment should be a part of an end of the year conversation among the student intern, Pastor/Mentor, and the Site Team chair and possibly members of the committee. Each person on the Team contributes to the assessment. One member then summarizes the responses and submits responses to the seminarian on a separate sheet of paper. The assessment is a careful review of the learning goals specified in the Serving/Learning Covenant. The process is intended to affirm the growth observed in the seminarian and to help clarify future learning expectations. Please respond to the questions below on a separate sheet of paper and submit them to the seminarian. The seminarian is responsible for obtaining your signature and for the timely submission of all forms to your Seminar Leader. The due date is the week of April 13.

Site Team Questions:

- Describe the seminarian in terms of ministerial identity, sense of call, spiritual growth, personal maturity, and ability to work effectively with others
- In what ways does the seminarian meet the goals stated in the Serving/Learning Covenant? Give examples to illustrate your assessment
- What strengths are evident in the seminarian's ministry at this stage of his/her formation?
- What particular areas need improvement?
- How often has the Site Team met with the seminarian? In what ways is the group effective? How can the functioning of the group be improved?
- Any additional comments?

Year End Assessment-Signatures

Each TFE Partner must confirm by signature that he/she has reviewed and discussed all Year- End Assessments with all TFE partners by signing below:

I have reviewed and discussed the assessment responses of the Pastor/Mentor, Site Team, and seminarian (TFE partners) with all of them.

_____ PTS Seminarian _____ Date

_____ TFE Pastor/Mentor _____ Date

_____ TFE Site Team Chair _____ Date

The completed form should be given to the Seminarian, who will submit it to her/his TFE Seminar Leader by the due date.

_____ Rec'd in Office _____ Seminar Leader Initials _____ Date