

Annual Evaluation Form

CRE Name: _____ Date: _____

Year becoming a Commissioned Ruling Elder _____

Church currently being served _____
(If multiple, just write multiple in blank)

Mentor assigned _____

Commissioned Ruling Elder Questions: Answer any 3 question from section 1 and any 2 of the possible questions from section 2 (attached) that best define your services over the past year.

PART 1 Example Questions for the Commissioned Ruling Elder.

Section 1

1. What increase/decrease in membership has occurred in the past year? How many new members have been added to the rolls?
Has there been a decrease in membership?
How many members have been deleted from the rolls?

2. What has been the average attendance at Sunday worship over the past year?

At the beginning of the year? At the end of the year?
For the year as a whole?

3. For what ages do you hold regular Sunday School classes? (check those that apply and give attendance numbers)

Average Attendance

- Pre-school _____
- Ages 5-8 _____
- Ages 9-12 _____
- Ages 13 - 18 Adult _____

4. Does your church have a regularly scheduled activity for youth apart from Sunday School classes? _
How often do they meet and what is the average attendance?
Scheduled _____
Attendance _____

5. Approximately how many hospital and home visitations have you made this past year to members of the congregation?
Hospital visitations _____ Home visitations _____
6. Have you conducted baptisms, marriages, funerals this past year?
How many Baptisms _____ Marriages _____
Funerals _____
7. How many times have you met this year with the Teaching Elder assigned as your mentor?
8. How did you use your study leave this past year?

Question 1:

Question 2:

Question 3:

PART 1 Example Questions for the Commissioned Ruling Elder.

Section 2

9. What other activities do you regularly conduct, or assure that they are conducted, that provide spiritual growth and development for your members? Identify those that apply and comment briefly on each - schedule, numbers participating, nature of activity, etc.
 - a. Bible study apart from Adult Sunday School
 - b. New member classes
 - c. Women's groups
 - d. Camp meetings/ sings
 - e. Other
10. What activities do you promote that encourage fellowship among your members apart from the activities identified above? Please describe the strengths of your church's fellowship? What are ongoing challenges?
11. Please list the work parties from outside churches for work projects and/or Daily Vacation Bible School? Please describe how they served your church this past year, giving the nature of the projects they carried out and the number of visiting persons involved for each. In connection with this question please indicate the ways in which the local church partnered with these groups in their activities - as co-workers, cooking meals, fellowship activities during the week they were there, etc.
12. What outreach activities have you carried out this past year to extend your ministry into the community? This might include group projects, specific mission events, radio ads, printed flyers, clothing rooms that are open to the community, etc.
13. In what continuing education for Commissioned Ruling Pastors have you participated this past year? Please identify each activity, its date, and the content of the activity. What are one to three key "takeaways" from your continuing education?
14. Apart from your study leave and contractual vacation weeks, how many Sundays were you in the pulpit this past year? Please describe your ordinary duties as a worship leader? Describe how you have grown more comfortable as a worship leader in the past year?
15. Please provide a financial report for the year showing sources of income and amounts and categories of expenditures and amounts.

Question 1:

Question 2:

PART 2

CRE Name: _____

Session Members Questions: 3 session members should be selected to answer 2 of 11 possible questions (attached) which best define a strength and a weakness of the CRE.

PART 2 Example Questions for Session members

1. Has the membership of the church increased or decreased this past year? How many new members has the Session received? _____
How many members has the Session dropped from the rolls? _____
2. What has been the average attendance at Sunday worship over this past year, excluding Christmas and Easter? Has that increased or decreased during the year?
3. How often has the Session met this past year? Do you meet on a regularly scheduled basis, or do you meet on the call of the pastor when there is business to be conducted? What financial reports are provided to the Session at each session meeting? How are minutes of each meeting kept and published? What is the CRE's role in Session processes?
4. Does the pastor conduct training segments for the Session focusing on your duties/responsibilities as session members, on procedures from the Book of Order, or other items intended as education for session members? If these are done, are they as part of regular session meetings or are there special meetings just for that purpose?
5. What is the status of your Sunday School this past year?
How many children are involved each Sunday on average? _____
How many adults are involved in teaching Sunday School? _____
How would you describe your Sunday School's strengths? What are its challenges?
6. Are these the same people all the time? Has the pastor made efforts to recruit and train other adults to assist with teaching in the Sunday School?
7. Are there activities other than Sunday worship carried on to bring about spiritual growth and development of the congregation? What are they and who conducts these activities?
8. What do you consider to be the greatest strengths or skills that your pastor brings to your church and congregation?

9. What do you think are areas in which your pastor could develop greater strength and new skills that would improve the growth and mission of your church?
10. In what ways does your church, under the leadership of the pastor, reach out into the community to encourage new attendance, to show support for un-churched folks in your community, to provide service to people in your community?
11. On a scale of 1 to 5 (5 being greatest) how would you rate your overall satisfaction with the performance of your pastor?

Session Member 1
Question 1

Question 2

Session Member 2
Question 1

Question 2

Session Member 3
Question 1

Question 2

PART 3

CRE Name: _____

Mentor Questions: Answer any 2 of the 5 possible questions in addition to Question 1 (attached) that best defines the CRE's services over the past year to the church.

PART 3. Example Questions for minister/mentor

1. Required - How often have you met with the pastor this past year to mentor him/her in duties and responsibilities of a Commissioned Ruling Elder? _____
2. In what particular areas of performance have you instructed and mentored the pastor? Is the pastor taking advantage of continuing education opportunities offered for CREs?
3. What is your perception of how well the pastor has responded to your guidance and suggestions? Have you seen growth and development in these areas in which you have offered guidance?
4. In what areas of performance do you see the pastor exhibiting greatest strength? Areas needing improvement?
5. What is your perception of how well the congregation is responding to the leadership of the pastor?
6. Overall do you see the pastor exhibiting the kind of growth and development in his/her performance as a CRE that would warrant continued service in this role?

Question 1

Question 2