

Skills Evaluation Form

Supervisor instructions: Please read each skill below and indicate your assessment of the CRE Trainee's level of competency in each area. Additional comments are welcome in the space provided. The CRE Trainee's field education may be completed when the supervisor indicates successful demonstration of the necessary skills listed on this form.

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| CRE Trainee: | | CPM Liaison: | |
| Supervisor: | | Ministry Site: | |
| Starting Date of Field Education: | | Date of This Assessment: | |

1. Preaching Basic skill is: met in progress not met
Trainee can craft an original sermon based on the week's Scripture reading, deliver it clearly, can demonstrate biblically and theologically sound exegetical work, and can explain afterwards why the message was relevant to the congregation.

Comments:

2. Teaching Basic skill is: met in progress not met
Trainee can consistently design and deliver educational material on theological topics and/or Bible studies in a way that is clear, engaging, and consistent with Reformed theology.

Comments:

3. Church administration Basic skill is: met in progress not met
Trainee has a solid understanding of how to use the processes, resources, and staff of the church to accomplish the church's ministry goals.

Comments:

4. Budgeting & stewardship Basic skill is: met in progress not met
Trainee has an understanding of the process followed to establish the church budget and can describe stewardship practices that invite generosity from the congregation.

Comments:

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| <p>5. Facility management Basic skill is: <input type="checkbox"/> met <input type="checkbox"/> in progress <input type="checkbox"/> not met</p> <p><i>Trainee understands how to use the decision-making of the congregation (via committees and staff) to ensure that the building remains safe, inviting, and clean, while also evaluating the needs of the building with other priorities of the church (including formation and mission).</i></p> <p>Comments:</p> |
| <p>6. Worship planning Basic skill is: <input type="checkbox"/> met <input type="checkbox"/> in progress <input type="checkbox"/> not met</p> <p><i>Trainee can design a complete order of service and craft a bulletin that guides the congregation's participation in worship, and can adjust the design of the service in ways appropriate to the time in the liturgical year.</i></p> <p>Comments:</p> |
| <p>7. Sacraments Basic skill is: <input type="checkbox"/> met <input type="checkbox"/> in progress <input type="checkbox"/> not met</p> <p><i>Trainee understands the mechanics and theology involved in the sacrament and follows the requirements of the Presbyterian Church regarding its administration.</i></p> <p>Comments:</p> |
| <p>8. Weddings & funerals Basic skill is: <input type="checkbox"/> met <input type="checkbox"/> in progress <input type="checkbox"/> not met</p> <p><i>Trainee demonstrates capability in crafting wedding and/or funeral preparations, balancing the need to personalize the service while also upholding the standards of Presbyterian worship.</i></p> <p>Comments:</p> |
| <p>9. Pastoral care Basic skill is: <input type="checkbox"/> met <input type="checkbox"/> in progress <input type="checkbox"/> not met</p> <p><i>Trainee provides, on a personal level, effective spiritual support that contributes to the well-being of the individuals in the congregation.</i></p> <p>Comments:</p> |
| <p>10. Pastoral calling Basic skill is: <input type="checkbox"/> met <input type="checkbox"/> in progress <input type="checkbox"/> not met</p> <p><i>Trainee can articulate a clear and personal sense of call to pastoral ministry.</i></p> <p>Comments:</p> |

11. Leadership Basic skill is: met in progress not met
Trainee is able to guide a group of people towards accomplishing tasks, setting goals, and operating in a positive working environment. Can recruit and use the work of volunteers effectively.

Comments:

12. Running meetings Basic skill is: met in progress not met
Trainee can convene meetings, establish clear agendas and follow them, and can lead a meeting in a productive manner.

Comments:

13. Program evaluation Basic skill is: met in progress not met
Trainee can identify what works well in a given program or ministry, identify areas of improvement, and guide the church decision-making (either Session or committees) to improve ministry performance.

Comments:

14. Transitional Ministry Basic skill is: met in progress not met
Trainee can lead a congregation through a process of change and transition.

Comments:

Overall comments:

Supervisor Signature

CRE Trainee Signature