

Ministerial Performance Evaluation

1. Except for planned absences, the Minister will be responsible for all worship services and rites of passage. Sermons are focused, coherent and thought provoking. Ceremonial services are provided to members without fee.

Does not meet expectations Meets expectations Exceeds expectations

Comments:

2. The minister collaborates with participants in designing the worship service.

Does not meet expectations Meets expectations Exceeds expectations

Comments:

3. The Minister provides pastoral care in conjunction with the Congregation's own pastoral care program.

Does not meet expectations Meets expectations Exceeds expectations

Comments:

4. The Minister communicates effectively and works cooperatively with all committees, shares leadership and responsibilities as appropriate and provides reports and other resources.

Does not meet expectations Meets expectations Exceeds expectations

Comments:

5. The Minister acts in the community on behalf of liberal religious values and informs the congregation of such action through periodic reports. The Minister supports community programs initiated by the congregation.

Does not meet expectations Meets expectations Exceeds expectations

Comments:

6. The Minister conducts the annual evaluation of the office assistant and participates in annual evaluations of other staff. The Minister recommends personnel actions to the Board of Trustees.

Does not meet expectations Meets expectations Exceeds expectations

Comments:

7. The Minister works cooperatively with staff, communicating regularly and effectively, treating each with respect and providing constructive feedback and resources as needed.

Does not meet expectations

Meets expectations

Exceeds expectations

Comments:

8. The Minister maintains regular office hours at least three days per week, with other times available by appointment. The Minister will be free of all Congregational responsibilities one day per week except for emergencies. The Minister will be available by telephone during normal business hours and will respond to phone calls or emails within 48 hours.

Does not meet expectations

Meets expectations

Exceeds expectations

Comments:

9. The Minister utilizes UUA or other resources to continue professional development. Goals will be established in conjunction with the board and reviewed at each evaluation.

Does not meet expectations

Meets expectations

Exceeds expectations

Comments:

10. The Minister follows all established financial and policy procedures and deadlines.

Does not meet expectations

Meets expectations

Exceeds expectations

Comments: