

Pacific Lutheran Theological Seminary

FE 4020 Internship – Quarterly Assessment

Intern Name:	
Assessor (<i>i.e. Intern, Supervisor, Committee</i>):	
Quarter (<i>i.e. 3, 6, 9, or 12 months</i>):	

List 3 to 5 strengths the intern candidate has demonstrated this quarter:

List 1 to 2 areas for growth on which the intern candidate might focus next quarter:

Competency Development Scale

Development	Definition
Insufficient Evidence (I.E.)	The intern has not had the opportunity to demonstrate emerging competence in this ministry area. This descriptor may especially apply in the first quarter of internship in certain competencies or outcomes.
Concerns	Some aspect of the intern's practice in this ministry area presents concerns that may over time interfere with readiness for ordained ministry. This designation does not presume that the intern will not be successful; rather, it provides opportunities to address these concerns in a constructive manner.
Level 1: Not There Yet	The intern's practice shows signs of development but is inconsistent and highly variable relative to anticipated outcomes. The intern's practice requires extensive support and relies substantially on the supervisor's guidance. The intern demonstrates openness to ongoing growth with the help of targeted feedback from the supervisor and lay committee.
Level 2: Approaching Expectations	The intern's practice varies in consistency and effectiveness. There are clear signs of emerging strengths and growing competence in these ministry areas. The intern is increasingly independent but uses the feedback of the supervisor and lay committee to inform her/his learning. The intern demonstrates increasing self-awareness of strengths and areas for growth.
Level 3: Meets Expectations	The intern's practice is generally consistent and reliable. Her/his practice demonstrates the desired outcomes for internship and a readiness for ordained ministry at a novice level. The intern's ministry, leadership, relationships, and presence in the internship reflect a pastoral identity and the pastoral skills expected of a beginning pastor. The intern demonstrates self-awareness of her/his strengths and areas for growth. The intern is prepared to assume responsibility for the daily work of ministry with continued support from first call theological education and veteran ministry colleagues.
Level 4: Exceeds Expectations	The intern's practice demonstrates a maturity or depth of experience beyond that which would be expected of a beginning pastor. There is strong evidence that the intern is prepared to function with a high level of independence.

Ministry Area: Healthy Relationships with Self and Others

	I.E.	Concerns	1	2	3	4
Demonstrates capacity to develop healthy relationships with colleagues, congregants, community members, and those in authority						
Demonstrates a capacity to recognize personal motivations for responding to ministry situations						
Demonstrates maturity in receiving feedback and uses it to support growth and learning						
Demonstrates ability to work with people of varied ages, backgrounds, racial/ethnic identities, and diverse populations						
Integrates intellectual, vocational, and spiritual knowledge with the lived experience of church leadership						
Reflects on ministry experiences in ways that inform one's learning and growth (demonstrates self-awareness)						
Exhibits self-regulation in response to ministry situations						
Exhibits professional responsibility, integrity, ethical conduct, and appropriate pastoral boundaries						
Demonstrates personal spiritual practices rooted in communal formation.						
Sets appropriate boundaries with regard to time and self-care						
Embraces conflict as a catalyst for growth and learning						
Specialized Personal Outcome:						
Specialized Personal Outcome:						

Please provide further comments and/or specific evidence supporting your ratings:

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If you have indicated that you have concerns, please describe the nature of those concerns here:

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Ministry Area: Worship Leadership

	I.E	Concerns	1	2	3	4
Prepares liturgies grounded in Lutheran theological emphases and Lutheran confessional commitments						
Practices disciplines for grounding oneself in the gracious love of God in Jesus Christ as preparation for leading worship						
Prepares the worship space as appropriate to the community and occasion (setting the Table, etc.)						
Collaborates effectively with other worship leaders in preparation for the service						
Leads worship confidently with poise, clarity, and sense of reverence; and with appropriate variety of expression, movements, and postures and gesture						
Leads worship confidently with appropriate variety of vocal inflection, volume of voice, pace, pitch variation, (and quality of chant as applicable)						
Leads in a team in the planning and preparation of liturgy for a Church season or an extended series of worship offerings						
Incorporates appropriate liturgical practices (e.g., prayer, hymns, etc.) into a variety of ministry settings (e.g., council meetings, community events, etc.)						
Specialized Personal Outcome:						
Specialized Personal Outcome:						

Please provide further comments and/or specific evidence supporting your ratings:

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If you have indicated that you have concerns, please describe the nature of those concerns here:

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Ministry Area: Teaching

	I.E.	Concerns	1	2	3	4
Provides learning opportunities grounded in Lutheran perspectives and emphases						
Demonstrates appropriate preparation of learning space, materials/content, and guidelines/processes						
Uses appropriate methods for teaching in and across diverse abilities, learning styles, and populations						
Uses appropriate methods for teaching in and across developmental and life stages						
Facilitates group discussions effectively						
Specialized Personal Outcome:						
Specialized Personal Outcome:						

Please provide further comments and/or specific evidence supporting your ratings:

If you have indicated that you have concerns, please describe the nature of those concerns here:

Ministry Area: Preaching

	I.E.	Concerns	1	2	3	4
Practices disciplines of grounding oneself in and engaging with the scriptures in preparing sermons						
Utilizes Lutheran hermeneutical perspectives for interpreting scripture in preparing sermons						
Demonstrates a capacity to organize the sermon to maintain focus and clarity for the hearer						
Uses appropriate illustrations for connecting the gospel to peoples' lives in a variety of contexts						
Delivers sermons with appropriate clarity, vocal inflection, volume, expressiveness, postures, and gestures						
Demonstrates internalization of the message in proclamation						
Demonstrates a personal connection to the message being proclaimed						
Specialized Personal Outcome:						
Specialized Personal Outcome:						

Please provide further comments and/or specific evidence supporting your ratings:

If you have indicated that you have concerns, please describe the nature of those concerns here:

Ministry Area: Pastoral Care

	I.E.	Concerns	1	2	3	4
Demonstrates the ability to listen attentively and empathetically						
Responds to the needs of people with compassion and care						
Develops trusting relationships with those seeking pastoral care						
Maintains appropriate confidentiality for someone in supervised ministry						
Responds appropriately to the ministry situations of diverse populations						
Responds appropriately to a variety of life circumstances						
Specialized Personal Outcome:						
Specialized Personal Outcome:						

Please provide further comments and/or specific evidence supporting your ratings:

If you have indicated that you have concerns, please describe the nature of those concerns here:

Ministry Area: Public Ministry

	I.E.	Concerns	1	2	3	4
Expresses a clear theology of leadership and embraces an approach to leadership consistent with that theological understanding						
Articulates recognition and understanding of one's own context, privileges, and power						
Facilitates recognition of the congregation being empowered by God to respond to issues of need and justice in the community						
Provides leadership in response to issues of need and justice in the community						
Demonstrates developing cultural competence and exegesis in ministry settings						
Engages Lutheran teaching with contextual situations in ministry						
Specialized Personal Outcome:						
Specialized Personal Outcome:						

Please provide further comments and/or specific evidence supporting your ratings:

If you have indicated that you have concerns, please describe the nature of those concerns here:

Ministry Area: Administration

	I.E.	Concerns	1	2	3	4
Articulates an understanding of administration as ministry						
Reflects theologically on organizational administration and structures (i.e., roles, relationships, systems, etc.)						
Leads a committee effectively with appropriate processes						
Demonstrates an understanding of the preparation and distribution of publications (e.g., bulletins, newsletters, websites, social media, etc.)						
Participates actively in learning about and engaging in the financial life of the congregation (i.e., budgets, stewardship, etc.)						
Learns about the personnel policies and procedures of the congregation						
Leads in a team of staff and volunteers in planning and carrying out a ministry of the congregation						
Specialized Personal Outcome:						
Specialized Personal Outcome:						

Please provide further comments and/or specific evidence supporting your ratings:

If you have indicated that you have concerns, please describe the nature of those concerns here:

If you have any other additional feedback, please note these on the pages provided here:

Assessment of Ministry Readiness

Ministry Readiness Scale

Each quarter, each assessor gauges an intern's readiness for ordained ministry. Definitions of readiness categories are as follows:

Readiness	Definition
Ready	The intern demonstrates readiness to enter into the responsibilities and daily work of ministry as a beginning pastor. The intern has demonstrated the ability to use feedback in support of continued growth and learning.
Approaching Readiness	While the intern demonstrates emerging strengths in her/his work, more practice and experience are needed before the intern is fully ready to function as a beginning pastor.
Not Ready	There are inconsistencies that do not give confidence that the intern is ready to function as a beginning pastor. The Contextual Education office, the Dean's office, and the supervisor will work with the intern to outline a plan with outcomes for moving toward readiness.

Readiness for Ordained Ministry

Readiness	3 months	6 months	9 months	12 months
Ready <i>Note additional evidence below.</i>				
Approaching Readiness <i>Note additional evidence and outcomes below.</i>				
Not Ready <i>Note additional evidence below.</i>				

Please provide further comments and/or specific evidence for supporting your ratings:

If you have indicated Approaching Readiness or Not Ready, please provide outcomes the intern must meet in order to be ready for ordained ministry:

Intern's Response

- I have read my supervisor's/lay committee's assessment and agree that it is a fair evaluation of me and my internship experience.
- I have read my supervisor's/lay committee's assessment and agree with the evaluation with the following exceptions or additions:

Signatures:

Please print and discuss this evaluation before you sign it.

Intern's Signature

Date

Supervisor's Signature

Date

Lay Committee Chairperson's Signature

Date

Instructions for submitting evaluation:

Please mail completed, signed evaluations to:

PLTS Contextual Education Office

2770 Marin Ave.

Berkeley, CA 94708

OR, please save and email completed evaluations to:

contexted@plts.edu

Signature Page must be mailed separately