

## Final Internship Evaluation

INTERN: \_\_\_\_\_

INTERNSHIP SITE: \_\_\_\_\_

The supervisor and intern are to use this Evaluation Form as a basis for discussion regarding work and progress to date. The student should complete the form first and turn it in to the supervisor. After the supervisor has completed the form the two should meet to discuss their ratings and comments. At the conclusion of the conference, supervisor and intern should reach mutual agreement on each of the items shown below, recording their consensus by signing the forms and sending a copy to the Office of Vocations. The supervisor and the intern should retain copies to be used as a part of the discussion for future evaluations.

**Scale:** (4) Exceptionally effective      (3) Reasonably Effective      (2) Effective  
(1) Not effective                              (N) No basis for judgment

**A. Role as Pastoral Care-Giver**

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
<b>Listening</b> to people without personal agenda intruding		
<b>Accepting</b> people who are <b>different</b> from yourself		
<b>Understanding</b> and discerning the needs of people and situations		
Respecting <b>confidential information</b> in appropriate way		
<b>Relating</b> to others in a friendly, positive manner		
Being at ease in <b>one-on-one relationships</b>		
Being at ease in <b>group relationships</b>		
Developing <b>trust</b>		
Responding with <b>empathy and resourcefulness</b> to people in times of need		
Showing <b>appropriate initiative</b> in responding to pastoral needs of persons		
Visiting with members in <b>non-crisis</b> situations		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

**B. Role as Worship Leader and Preacher**

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
<b>Planning</b> well-coordinated worship		
Leading <b>public prayer</b>		
Using <b>appropriate language</b> in worship and preaching (e.g., grammar, inclusive language, level of abstractions, slang)		
Using <b>voice</b> in leading worship and preaching (volume, clarity, inflection)		
Using <b>body gestures</b> appropriately		
Interpreting <b>biblical text</b> faithfully in sermons		
<b>Organizing</b> sermons with clarity		
Using <b>illustrations</b> in sermons		
Making sermons <b>relevant</b> to the needs of the people		
Demonstrating poise and personal comfort in role of worship leader/preacher		
<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>	

**C. Role as Teacher**

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
<b>Involving learners</b> in the educational process		
Setting clear <b>goals and objectives</b>		
Selecting concepts appropriate for <b>learners' ages and needs</b>		
<b>Sequencing</b> teaching activities in a logical order		
<b>Communicating</b> Christian beliefs to persons of various age levels		
Using appropriate variety of <b>teaching methods</b>		
Using well-stated <b>questions</b> to stimulate learning		
Leading <b>group discussions</b> in a purposeful way		
Creating an appropriate <b>physical environment</b> for teaching		
<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>	

**D. Role in the World**

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
<b>Identifying and analyzing</b> social or community issues		
<b>Relating biblical and theological insights</b> to community/world issues		
<b>Developing</b> strategies for social change		
<b>Enabling members</b> to become aware of and participate in the ministry of the congregation to the community and world		
<b>Integrating concern</b> for personal faith/ethics with concern for social justice		
<b>Identifying</b> with and caring for needy persons in the Community		
Relating the Christian faith to <b>persons outside the church</b>		
<b>Utilizing the resources</b> of the church to deal with social issues or community problems		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

**E. Role as Leader and Administrator**

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
<b>Supporting</b> the total ministry of the congregation with enthusiasm and a cooperative spirit		
Communicating in an <b>open, honest, and straightforward</b> manner		
<b>Analyzing</b> the congregation's formal and informal <b>decision-making</b> processes		
Exercising <b>authority</b> in appropriate ways		
Accepting and learning from <b>critique</b>		
Dealing constructively with <b>conflict</b>		
Empowering <b>lay leadership</b>		
Making <b>positive contributions</b> in working with groups and committees		
<b>Planning</b> and <b>developing</b> programs		
<b>Implementing</b> programs		
<b>Evaluating</b> programs		
Demonstrating a positive, constructive attitude about the <b>Denomination</b>		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

**F. Personal Work Habits**

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
Developing disciplines for <b>spiritual growth</b>		
<b>Managing time</b> for study, work, family/friends, and self		
Being <b>dependable</b>		
Being <b>prepared</b>		
Setting realistic <b>work objectives</b>		
<b>Completing</b> tasks		
Working under <b>pressure</b>		
Being <b>punctual</b> and keeping appointments		
<b>Dressing appropriately</b> and neatly		
Observing <b>etiquette</b> appropriate to the setting		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

**General Assessment**

- A. How would you describe your general **temperament/disposition** as you have interacted with your internship site (e.g., angry, nervous, confident, casual, careless, serious, joyful, warm, etc.)?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

B. How would you describe your level of **psychological and spiritual maturity**?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

C. Please assess your **leadership style** by circling the words below that best describe you.

- |             |                |            |                   |
|-------------|----------------|------------|-------------------|
| thoughtful  | directing      | reserved   | adapting          |
| modest      | quick to act   | economical | flexible          |
| trusting    | self-confident | practical  | socially skillful |
| cooperative | seeks change   | factual    | tactful           |
| idealistic  | persuasive     | tenacious  | enthusiastic      |
| helpful     | forceful       | steadfast  | dealing           |
| receptive   | competitive    | thorough   | inspiring         |
| responsive  | risking        | methodical | animated          |
| loyal       | persistent     | detailed   | negotiating       |
| urgent      | analytical     | fun        | appropriate       |

D. How do you evaluate your sense of "**call to ministry**" at this point in your pilgrimage?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

E. Please summarize what you perceive to be your greatest **strengths** for ministry?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

F. Please identify and comment on any area in which you need further **growth**. What new insights, knowledge, or skills do you need to develop before ordination?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

We have discussed this evaluation and will submit it to the Director of Field Education.

SIGNATURES:

Intern: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_