

Duke Divinity School Field Education
SUPERVISOR'S FINAL EVALUATION

Student (please print) _____

Field Education Site _____

Supervisor (please print) _____ *Date* _____

Instructions: The topics listed are not intended to be exhaustive but outline minimally the criteria for evaluation. Please feel free to add additional comments and to use more space than provided here. The more specific you can be in the evaluation, the more helpful the evaluation will be to the student and Field Education Office. This form must be completed jointly and signed by those persons who complete it. No one should, under any circumstances, sign an incomplete evaluation. The signatories should see the completed form before they sign it. The intern should see that the evaluation is forwarded to the Divinity School punctually. Failure to submit this form on the published schedule may lead to denial of Field Education credit or withholding of funds.

1. Spiritual Formation and Self-Care:

Demonstrates a commitment to living a life ordered towards holiness, justice, peace, and reconciliation.

Very Attentive___ Attentive___ Less Attentive___

Evidences a commitment to personal prayer, Bible study, and reading for spiritual growth.

Very Attentive___ Attentive___ Less Attentive___

Observes a Sabbath for personal renewal.

Very Attentive___ Attentive___ Less Attentive___

Is open to receiving spiritual direction from others.

Very Attentive___ Attentive___ Less Attentive___

Models and communicates healthy life-styles (spiritual, physical, and emotional) for strengthening individual and family health.

Very Attentive___ Attentive___ Less Attentive___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

2. Worship Leadership:

Has the student completed a worship course in Divinity School? Yes___ No___

Is an effective worship leader.

Very Effective___ Effective___ Less Effective___ Not applicable___

Demonstrates authenticity in worship leadership.

Very Effective___ Effective___ Less Effective___ Not applicable___

Organizes and plans worship services with skill and care.

Very Effective___ Effective___ Less Effective___ Not applicable___

Shows promise for an ability to read Scripture and the great texts of the Christian tradition with attentiveness, humility, and a lively imagination.

Very Effective___ Effective___ Less Effective___ Not applicable___

Has the student completed a preaching course in Divinity School? Yes ___ No ___

Is an effective preacher.

Very Effective___ Effective___ Less Effective___ Not applicable___

Preaches the gospel with clarity.

Very Effective___ Effective___ Less Effective___ Not applicable___

Preaches the gospel with power and reverence.

Very Effective___ Effective___ Less Effective___ Not applicable___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

3. Administration:

Uses time well and appropriately prioritizes duties.

Very Effective___ Effective___ Less Effective___ Not applicable___

Works well within committees and other small group teams.

Very Effective___ Effective___ Less Effective___ Not applicable___

Completes required tasks in a timely manner.

Very Effective___ Effective___ Less Effective___ Not applicable___

Is a good listener.

Very Effective___ Effective___ Less Effective___ Not applicable___

Balances and manages the demands experienced:

working in high-stress situations

Very Effective___ Effective___ Less Effective___ Not applicable___

working under time pressure with irregular schedules,

Very Effective___ Effective___ Less Effective___ Not applicable___

responding to needs (reacting to emergencies)

Very Effective___ Effective___ Less Effective___ Not applicable___

Possesses qualities of adaptability, flexibility, and the ability to function in the face of uncertainty.

Very Effective___ Effective___ Less Effective___ Not applicable___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

4. Teaching:

Is an engaging teacher and Bible study leader.

Very Effective___ Effective___ Less Effective___ Not applicable___

Encourages those in the church to grow in and practice their faith (Bible Study, Vacation Bible School, Sunday School).

Very Effective___ Effective___ Less Effective___ Not applicable___

Demonstrates competence in basic theology, biblical studies, and Christian practices.

Very Effective___ Effective___ Less Effective___ Not applicable___

Demonstrates a comprehensive spiritual knowledge needed to perform the primary tasks of ministry.

Very Effective___ Effective___ Less Effective___ Not applicable___

Thinks theologically in a way that is both faithful to the tradition and responsive to the challenges of our time.

Very Effective___ Effective___ Less Effective___ Not applicable___

Teaches the gospel with clarity.

Very Effective___ Effective___ Less Effective___ Not applicable___

Teaches the gospel with power and reverence.

Very Effective___ Effective___ Less Effective___ Not applicable___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

5. Mission of the Church:

Takes seriously the mission and vision of the church

Very Effective___ Effective___ Less Effective___ Not applicable___

Demonstrates ability and sensitivity to think ecumenically and globally considering the church in the wider world.

Very Effective___ Effective___ Less Effective___ Not applicable___

Engages in mission and evangelism by encouraging the church to invite others into Christian discipleship.

Very Effective___ Effective___ Less Effective___ Not applicable___

Invites the church to take seriously the needs of homeless, hungry, and lower income persons, and those in poverty and prison.

Very Effective___ Effective___ Less Effective___ Not applicable___

Is sensitive and understands the denominational traditions and practices in the field education setting within an ecumenical context.

Very Effective___ Effective___ Less Effective___ Not applicable___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

6. Pastoral Care:

Is attentive to the ministries of caring (including hospital and home visitation, funerals, contacting homebound persons, etc.)

Very Attentive___ Attentive___ Less Attentive___ Not applicable___

Demonstrates appropriate pastoral presence (boundaries, empathy, accessibility)
 Very Attentive___ Attentive___ Less Attentive___ Not applicable___
 Enables and partners with the laity in the caring ministry of the church.
 Very Attentive___ Attentive___ Less Attentive___ Not applicable___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth

7. Leadership:

Understands his/her role and its function within the church as defined in the Learning Serving Covenant.
 Very Effective___ Effective___ Less Effective___
 Demonstrates initiative appropriate to the field education context (self-motivated, creative, anticipatory)
 Very Effective___ Effective___ Less Effective___
 Uses appropriate language.
 Very Effective___ Effective___ Less Effective___
 Honors confidentiality.
 Very Effective___ Effective___ Less Effective___
 Dresses appropriately for both the task and the context.
 Very Effective___ Effective___ Less Effective___
 Engages relationships with staff persons appropriately.
 Very Effective___ Effective___ Less Effective___ Not applicable___
 Engages relationships with lay leaders appropriately.
 Very Effective___ Effective___ Less Effective___
 Understands and manages conflict in a constructive manner.
 Very Effective___ Effective___ Less Effective___
 Respects and honors all persons.
 Very Effective___ Effective___ Less Effective___
 Is punctual and prepared.
 Very Effective___ Effective___ Less Effective___
 Acts with compassion and is able to speak the truth in love.
 Very Effective___ Effective___ Less Effective___
 Thinks critically – both about the practices of the church and about the world in which the church finds itself – and *shows potential* to be an agent of transformation in both.
 Very Effective___ Effective___ Less Effective___ Not applicable___
 Demonstrates an integration of integrity, authenticity, and the practice of faith in life and ministry..
 Very Effective___ Effective___ Less Effective___ Not applicable___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

8. Relationship Building

Works with supervisor and others by making her/himself available to people.

Very Attentive___ Attentive___ Less Attentive___ Not applicable___

Recognizes the authority of others.

Very Attentive___ Attentive___ Less Attentive___ Not applicable___

Has a sense of self-awareness.

Very Attentive___ Attentive___ Less Attentive___ Not applicable___

Communicates in diverse and challenging situations (e.g., preaching, visitation, teaching, worship leadership, and group facilitation.)

Very Attentive___ Attentive___ Less Attentive___ Not applicable___

Communicates empathetically and sensitively with individuals, groups, families, and congregations.

Very Attentive___ Attentive___ Less Attentive___ Not applicable___

Is sensitive to the distinctive cultural context of the congregation.

Very Attentive___ Attentive___ Less Attentive___ Not applicable___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

9. Vocational Clarity

Maintains openness to vocational discernment within the church and the world.

Very Receptive___ Receptive___ Less Receptive___

Is pursuing appropriate steps in vocational discernment within the church and in the world.

Very Receptive___ Receptive___ Less Receptive___

Comments:

Suggestions/Goals for Development and Improvement:

Examples of Growth:

Name of Student (please sign) _____

Supervisor (please sign) _____

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