

Steward Observations of the Pastor

Charge: _____ Pastor: _____

Please put a mark on each line according to the scale below:

1. **Needs Improvement:** Did not meet expectations. Did not meet minimum standards. Did not achieve goal. Standards of performance should be established for areas of improvement.
2. **Satisfactory:** Met expectations. Met goal in a satisfactory manner.
3. **Good:** Often exceeded expectations. Met goal in an above average manner.
4. **Excellent:** Greatly exceeded expectations. Met goal in an exceptional manner.

Pastor's Name: _____

A. Worship - The pastor:		
1.	Is present on time to begin Sunday worship	
2.	Properly manages the preachers and others who assist in worship	
3.	Consistently preaches sermons which show good preparation	
4.	Shows proper use of the Bible in preaching	
5.	Addresses relevant social action and personal development concerns in sermons	
6.	Sermons and Worship Services are reasonable in length of time	
7.	Is familiar with the AME order of worship	
B. Teaching – when teaching classes/workshops the pastor:		
1.	Organizes Bible Study and / or Church School for teaching the Bible	
C. Pastoral Care - from our observations or involvement with, the Pastor:		
1.	Visited those who were; in the hospital, in nursing homes or, were shut-ins	
2.	Takes Holy Communion to shut-in members on a regular basis	
3.	Effectively conducted/led ceremonial rites (weddings, funerals, baptisms)	
4.	Regularly visits families to encourage their participation in the church	
D. Management/Leadership - /we have observed the Pastor:		
1.	Assisted in goal setting, planning and evaluation	
2.	Leads in the development of a budget with regular reports on implementation	
2.	Regularly held business meetings (Steward Bd., Trustee Bd., Official Board, Church Conference)	
E. Personal Conduct		
1.	Personal hygiene	
2.	Sober in public	
3.	Appropriate in relationships both with church members & in the community	
4.	Shows proper respect to spouse and family members	

Would you like to see the pastor return for another year? Yes ___ No ___

What were the accomplishments this year?

What are the goals for next year?

Steward Names

Telephone/ Email Contact

Pastor's Comments

Do you consider the evaluation of the Stewards to be fair and accurate? _____

What special challenges did you confront this year?

If you return to the charge, what is your plan for addressing the Steward Concerns expressed in this document?

Name _____ Date _____