Pastoral Review Survey (Sample)[[1]](#footnote-1)

# Part I: Introduction & Overview

1. Introduction
   1. Our Pastor, the PCRC and the Church Council are inviting you to participate in our regular review of our Pastor. Pastoral reviews generally occur following the second year of a Pastor’s first term. After this, reviews generally happen once every three years. This is our Pastor’s [first] review.
   2. To support us in this work, we have also met with our Area Conference. They are a resource to us in this process.
2. About the Process
   1. We, the PCRC, are collecting feedback from you - by way of both a survey and discussion groups. We will be asking you several questions related to our Pastor’s leadership, job description and connection to our Congregation’s values, identity and purpose. We will also ask questions that help us better understand who we are as a Congregation.
   2. The Pastor will also prepare a self-review with regard to the same questions we are asking you.
   3. Once we have gathered your feedback, we will create a summary document outlining the themes emerging from your remarks. No names or direct quotes will be included in this summary. We will share this summary document with the Pastor.
   4. We will strategize with the Pastor about how to respond to your feedback. This may result in the development of action plans to address perspectives and ideas emerging from your feedback.
   5. We will create a final document to be shared with the Pastor and the Church Council. This document will summarize the feedback and any emerging action plans.
   6. When this is completed and affirmed by the Pastor and Church Council, we will share this document with you.[[2]](#footnote-2)

1. The Purpose of the Review
   1. To collect feedback that we can share with our Pastor regarding the Pastor’s areas of strength and areas for growth;
   2. To allow us to self-reflect regarding our own strengths and areas for growth as a Congregation;
   3. To invite thoughtful reflection regarding the ongoing connection between our Congregation and the ministry our Pastor provides.
2. Background Information
   1. [the Congregation’s vision];
   2. [the Congregation’s vision for the Pastor’s role];
   3. [the Pastor’s job description];
   4. [actions / goals taken by the Pastor in fulfillment of this job description];
   5. [changes made by the Pastor as a result of previous reviews];
   6. [other information relevant to the review].
3. Core Values
   1. Please recall the following values as you consider the survey questions:
      * to write and/or speak with a spirit of care, humility and grace while still being truthful to your experience;
      * to be self-reflective, considering the Congregation’s strengths and areas for growth;
      * to honour the spiritual, emotional, and physical health of our Pastor, staff, lay leaders and Congregation;
      * to listen for God’s leading in all we say and do.

# Part II: Survey[[3]](#footnote-3)

## Quantitative Questions (answers on a scale of 1 – 5, 1=unsatisfactory; 2=satisfactory; 3=good; 4=exceptional; 5=don’t know)

1. Our Pastor’s job description outlines the following responsibilities. How well do you see these responsibilities being accomplished?
   1. [Responsibility A]
   2. [Responsibility B]
   3. [Responsibility C]
   4. [Etc.]
2. Our Pastor, in conversation with the PCRC, identified the following goals/objectives for the past [three] years of our Pastor’s ministry. How well have you seen these goals being accomplished?
3. [Goal A]
4. [Goal B]
5. [Goal C]
6. [Etc.]
7. In a sense, Congregation’s also have a job description, including a variety of responsibilities. How well do you see that we are accomplishing these responsibilities?
   1. [Responsibility A]
   2. [Responsibility B]
   3. [Responsibility C]
   4. [Etc.]
8. How do you regard the Congregation’s health in the following areas?
9. [Area 1]
10. [Area 2]
11. [Area 3]
12. In addition to our Pastor’s job description and goals, we have identified the following character values as important to us in our Pastor. How well does our Pastor reflect these character values?
13. [Characteristic A?]
14. [Characteristic B?]
15. [Characteristic C?]
16. [Etc.]
17. The character values we ask of our Pastor we also ask of ourselves. How well do we as a Congregation reflect these character values?
18. [Characteristic A?]
19. [Characteristic B?]
20. [Characteristic C?]
21. [Etc.]

## Qualitative Questions (paragraph answers)

1. What are our Pastor’s greatest strengths? For what do you give thanks with regard to our Pastor’s leadership?
2. What are our Pastor’s greatest areas for growth?
3. What are the Congregation’s greatest strengths and areas for growth? How does your answer to this question intersect with the Pastor’s job description?

1. What might we be asked to change about ourselves with regard to our ministries and/or our relationship with our Pastor?
2. How is our Pastor helping us to fulfil our sense of purpose as a Congregation?
3. What additional feedback would you like to share with our Pastor or the PCRC?

## Poll [[4]](#footnote-4)

1. A poll is not a vote. This poll is intended to give the Pastor and the PCRC a sense of how the Congregation sees the ongoing fit between itself and the Pastor. The decision regarding a Pastor’s ongoing employment is recommended by the PCRC to the Church Council, with final approval by the Church Council.
2. Please choose one of the following, filling in your reason, as requested:
   1. I support the ongoing ministry of the Pastor at our Congregation for the following reasons…
   2. I support the ongoing ministry of the Pastor at our Congregation for the following reasons… In addition, I would like to register the following reservations…
   3. I do not support the ongoing ministry of the Pastor at our Congregation for the following reasons…

## Questions about you

1. Your survey responses will be kept confidential. The intention of this data is to determine whether patterns exist according to the sector to which each person belongs.
   1. Name?
   2. Age? (<20; 20 – 35; 36 – 50; 51 – 70; 71 – 90; >90)
   3. Years in the Congregation? (<5 years; 5 – 15 years; 16 – 30 years; >30 years)
   4. Member? (yes/no)
   5. Role? (What committee do you serve on currently, if any?)
   6. Level of connection with the Pastor? (very connected, somewhat connected, minimally connected, not connected at all)

1. This survey document is offered as a sample only. Congregations will want to modify it to match their unique context. [↑](#footnote-ref-1)
2. Note – some Congregations provide this summary verbally; others provide it in writing; some offer this summary both verbally and in writing. [↑](#footnote-ref-2)
3. The questions provided are sample questions only. Congregations will want to modify questions and/or choose some and not others in order to match the Congregation’s context. [↑](#footnote-ref-3)
4. This section is optional and is provided for congregations that use polls in the process of discerning pastoral fit. [↑](#footnote-ref-4)