

Gordon-Conwell Theological Seminary

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# Mentored Ministry

**PROGRESS REPORT  
COVER SHEET**

Student \_\_\_\_\_ Degree \_\_\_\_\_ ID# \_\_\_\_\_ Box \_\_\_\_\_

E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Church/Ministry \_\_\_\_\_ E-mail (church) \_\_\_\_\_

Street \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Mentor \_\_\_\_\_ Church Phone \_\_\_\_\_

Continuing in project next term? \_\_\_ Yes \_\_\_ No

**Course Number: (circle below)**

**Semester:** \_\_\_\_\_

MM 502 (unit 2) MM 602 (unit 4) MM 702 (unit 6)  
MM 601 (unit 3) MM 701 (unit 5)

EM/MM 502 (unit 2) EM/MM 602 (unit 4)  
EM/MM 601 (unit 3) Other: \_\_\_\_\_

Submit one copy of the progress report to the Mentored Ministry Department. The student is free to make additional copies (personal expense) if desired, but copies are not to be released to anyone by the mentor or Gordon-Conwell without the student's signed permission.

The student and mentor should give careful thought to the evaluation. It can be a means of encouragement where growth and achievement have occurred and of a challenge where further attention is needed. If done well, evaluation will enhance the learning of both student and mentor and will affect future ministry in positive ways; if done poorly, evaluation can lead to discouragement, apathy, or frustration. The on-going process of evaluation is an opportunity to make a careful assessment of progress in meeting learning objectives as the student continues preparation for Christian ministry.

**We have read and discussed each other's comments. (Signatures required).**

Student \_\_\_\_\_ Date \_\_\_\_\_

Mentor \_\_\_\_\_ Date \_\_\_\_\_

Reviewed by Asst. Director/Director of Mentored Ministry: \_\_\_\_\_

<p><b>Please Attach the Following Forms:</b></p> <p>Questions for STUDENT Response <input type="checkbox"/></p> <p>Questions for MENTOR Response <input type="checkbox"/></p>
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# PROGRESS REPORT

## Questions for Student Response

*[Please PHOTOCOPY this blank report for future units]*

This report is to be completed at the end of each semester of Mentored Ministry - up until (but not including) the final unit at any given ministry site. Your report and the report of your mentor should be attached to the cover sheet. Be sure that you obtain your mentor's signature on the cover sheet after both of you have discussed the comments on each form.

Please type or print legibly the narrative portions of your report (single-space within a given section) and be sure to include margins. Take your time and reflect carefully on the questions involved.

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1. Outline the "learning objectives" – briefly note your progress toward each objective. Make a separate statement for each objective listed.

2. Please evaluate your mentoring sessions as they relate to your understanding of ministry.

(No Growth)            1        2        3        4        5        (Significant Growth)

3. Reflect on the development of your "spiritual formation," in this particular ministry.

(Little Development) 1        2        3        4        5        (Significant Stretching)

4. Rate yourself on the following factors:

A. Resolving difficult situations in this ministry site.

(Frustration)            1        2        3        4        5        (Satisfying relations)

B. Growth in your personal maturity/identity.

(Stuck)                    1        2        3        4        5        (Significant Growth)

OVER ➤

C. The apparent response of people to your ministry.

(Little Encouragement) 1        2        3        4        5        (Very Affirming)

D. Development of your own ministry/pastoral identity.

(Uncertainty)            1       2       3       4       5       (Substantial Development)

E. Satisfaction in your ministry context.

(Frustrated)            1       2       3       4       5       (Very Satisfied)

F. Overall satisfaction with ministry context.

(Not a good fit)        1       2       3       4       5       (A good place to grow)

5. Use this space for additional comments regarding this ministry experience.

*Please submit this along with your mentor's report (attached to Progress Report Cover Sheet) to the Mentored Ministry Office by the posted due date.*

**IT IS THE STUDENT'S RESPONSIBILITY TO MAKE SURE ALL WORK IS SUBMITTED ON TIME.**

Student: \_\_\_\_\_

Mentor: \_\_\_\_\_

## PROGRESS REPORT

### Questions for Mentor Response

*The primary purpose of the Progress Report is to provide a vehicle for discussing your student's work and to give them your direct feedback. This report is to be completed at the end of each unit of Mentored Ministry at a given ministry site - except for the final unit for which you would use the Final Evaluation form. Once you and your student have discussed your reports make sure that you both sign the cover sheet, verifying that you have discussed your reports together.*

On the following scale rate the response of the student - with 1 indicating low and unsatisfactory and 5 indicating superior performance.

1. Relationship of student to you, parishioners and others at the ministry site.  
(Quite withdrawn)      1    2    3    4    5      (Very positive)
2. Student's attitude and response toward authority.  
(Resistant)              1    2    3    4    5      (A servant attitude)
3. Student's demonstration of a balanced, healthy self-image.  
(Insecure)              1    2    3    4    5      (Mature self-image)
4. Teachability of the student.  
(Unavailable)          1    2    3    4    5      (Eager to learn)
5. Capacity of the student to exercise initiative in the ministry project.  
(Dependent)            1    2    3    4    5      (Pro-active / creative)
6. Level of self-discipline.  
(Undisciplined)        1    2    3    4    5      (Very reliable)
7. Student's flexibility and capacity for adaptation.  
(Rigid)                  1    2    3    4    5      (Flexible)
8. Demonstration of empathy and compassion.  
(Uncaring)              1    2    3    4    5      (Very sensitive)
9. Capacity of the student to integrate ministry with theology.  
(Compartmentalized) 1    2    3    4    5      (Good capacity)
10. Progress of the student in spiritual formation.  
(Unchanged)            1    2    3    4    5      (Clearly Maturing)      **OVER ➤**
11. Clarity of the student's pastoral identity.  
(Undecided)            1    2    3    4    5      (Clear sense of call)
12. Your sense of the student's suitability and readiness for ministry.

(Unsuitable)

1 2 3 4 5

(Ready for ministry)

13. Please identify particular skills that you have observed in this student.

14. Please assign a recommended letter grade for the work of this term \_\_\_\_\_.

15. Any additional comments that would be helpful in our guidance of this student.

***Please give responses to student for submission to  
Mentored Ministry Office.***

***Please be sensitive to your student's deadline  
as their grade could be negatively effected by late work.***