**Rocky Mountain Conference, UCC**

Conference Minister Sue Artt

Annual Review 2019-2020

Reviewer name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The purposes of this assessment of the Conference Minister include (but are not limited to):

* Assessment of the degree to which the Conference Minister’s leadership skills advance the Conference’s vision, core values and goals.
* Identification of and acknowledgment of professional strengths.
* Identification of potential areas for growth and professional development.

Evaluation is an ongoing process that strengthens the ministry of the organization. It is an opportunity to reflect periodically on how we are fulfilling our commitments to the vision and core values of the RMC and each other. Effective evaluation should be healthy, life enhancing, and supportive of the gifts and talents of all who are engaged in the mission while also encouraging further growth and learning.

As directed by the by laws, the evaluation process for the Conference Minister was developed by the Personnel Committee and was based on the aligned values and purposes of the RMC vision framework, the 21st Century Leadership plan and the Conference Minister’s job description. As such, questions or comments regarding the contents or process should be directed to the RMC Personnel Committee.

You have been identified (by the Conference Minister and the Personnel Committee) as a person able to comment helpfully on one or more of the assessment purposes. Your constructive and candid participation in this process will be gratefully appreciated.

Your responses and your identity will not be revealed outside the context of the review, but may, in connection with the responses of all reviewers, be shared with the Conference Minister if, in the judgment of the Personnel Committee, it is in the best interest of the Conference Minister and the conference to do so. Thank you for your cooperation!

Please fill out electronically or print/scan/email if possible to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Add sheets as necessary.

Feedback is needed by **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**to have your input included in the assessment.

(**1) In what context(s) have you observed the Conference Minister?**

**(2) Leadership in implementing the organization’s purpose and core values.**

These are the core purpose, values and Leadership competencies of the Rocky Mountain

Conference as identified by the Board of Directors and are the primary standards for

assessing the work of the Conference Minister:

**Rocky Mountain Conference Vision Framework**

**Our Big Inspirational Goal: *Be Radically Connected!***

**Our Core Purpose: *The Rocky Mountain Conference exists to inspire, challenge, and empower generous faith and justice communities across the* West.**

**Our Core Values**

* **Covenant – While honoring autonomy, we engage in covenantal relationship with the Holy, our neighbors, creation, and ourselves**
* **Enduring Faith – We express enduring faith in the transformational work of the Spirit**
* **Continuing Testament**
* **Extravagant Welcome**
* **Changing Lives**

**The Competencies of a 21st Century Leader required to implement the Vision**

* **Strategic**
* **Inclusive**
* **Reflective**
* **Responsive**
* **Collaborative**
* **Facilitates the ideas, work, and research of others**
* **Focuses on process improvement and continuing learning**

The following elements are intended to help you assess the Conference Minister’s (CM)

performance in leading the organization to realize its purpose and fulfill its core values.

|  |
| --- |
| Please complete the following Elements of Evaluation using the Rating Scale below. Results will be reviewed with the full Governing Board. Thank You. |
| 5 = Exceptional performance | 4 = Consistently reliable performance | 3 = Satisfactory performance | 2 = Inadequate or inconsistent performance | 1 = Unacceptable performance | NA = Does not apply/ unable to evaluate |
| **Elements of Evaluation** | **Rating** | **Comments** |
| The CM has clearly translated the purpose and values into feasible operational plans to achieve success for the organization. |  |       |
| The operational plans developed by the CM (listed in part in the CM self-evaluation form) are the primary focus of the CM and are being accomplished. |  |       |
| The CM has performed as a role model for the organization in demonstrating our purpose, values and competencies. |  |       |
| The CM has maintained a high standard of ethics and integrity, as well as a healthy balance of time management and priorities in both work-related and personal matters. |  |       |
| Additional comments on purpose and values: |  |       |

(**3) Building and Maintaining Relationships**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 5 = Exceptional performance | 4 = Consistently reliable performance | 3 = Satisfactory performance | 2 = Inadequate or inconsistent performance | 1 = Unacceptable performance | NA = Does not apply/ unable to evaluate |
| **Elements of Evaluation** | **Rating** | **Comments** |
| ***Board Relations*** |
| The CM has built strong working relationships with the Board, and has worked cooperatively with the Board in developing the mission and short, medium and long-term strategic plans. |  |       |
| The CM has presented information tothe Board on items requiring Board opinions and decisions in a professional manner, with recommendations based on thorough study and sound principles. |  |       |
| The CM keeps the Board informed of organization activities, progress, and problems. |  |       |
| The CM is receptive to Board ideas and suggestions. |  |       |
| ***Conference Relations*** |
| The CM has built strong working relationships with a broad base of conference leaders and members and served as an effectiveConference representative in listening, communicating conference objectives, and problem solving with all stakeholders. |  |       |
| The CM has provided effective pastoral counseling when requested. |  |       |
| The CM is receptive to ideas and suggestions from members of the Conference. |  |       |
| Additional comments on building and maintaining relationships: |  |       |

**(4) Demonstrating 21st Century Leadership Competencies**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 5 = Exceptional performance | 4 = Consistently reliable performance | 3 = Satisfactory performance | 2 = Inadequate or inconsistent performance | 1 = Unacceptable performance | NA = Does not apply/ unable to evaluate |
| **Elements of Evaluation** | **Rating** | **Comments** |
| The CM has empowered staff membersappropriate levels of responsibility and authority, as well as effectively solicited and fostered support for initiative and creativity within the organization. |  |       |
| The CM has created and maintained anorganizational culture and climate which attracts, keeps and motivates staff to carry out the Conference vision, core values, and organizational goals. |  |       |
| The CM has addressed problems, challenges and conflicts as needed. |  |       |
| The CM participates with the Board to create and meet an annual budget. |  |       |
| Additional comments on leadership competencies skills: |  |       |

(5) What are the skills the CM should continue doing to support the continued success of the

Conference?

(6) What should the CM start doing to support the continued success of the

Conference?

(7) What should the CM stop doing to support the continued success of the

Conference?

(8) How do you feel about the total ministry of the Rocky Mountain Northern Conference UCC? Are there other areas upon which the Conference might adjust our focus?

 (9) List any other issues in the context of the Conference Minister’s review: