

***Please read these instructions before your proceed!***

## Instructions for filling out this form

This is a fillable PDF form. You will need either Adobe Acrobat or Adobe Reader to complete and save this form. Adobe Reader may be downloaded for free at <http://get.adobe.com/reader>.

### USE ONLY ADOBE READER

Please do **not** complete this form using other PDF readers than Adobe Reader. Please don't complete this form using Apple Preview. If you use Preview, some features such as saving your completed document may be unavailable, or responses won't be visible when they are submitted. Use Adobe Reader; this free application may be downloaded at <http://get.adobe.com/reader>.

### USE THE MOST RECENT VERSION OF ADOBE READER

While we attempt to make forms backward compatible, for the best results, use the most recent version of Adobe Reader, available for free download at <http://get.adobe.com/reader>.

### DO NOT COMPLETE THIS FORM FROM WITHIN A BROWSER

Do **not** complete this form within a web browser. If you are viewing this form from within a web browser, please go back to the original document link and save the PDF file to your computer. To do this with a PC, right-click on the document link and select either "Save Target As" or "Save Link As" and save. On a Mac, use Command-Click to save locally. If you try to complete this form from within a browser, some features such as saving your completed document may be unavailable. If after saving the file on your hard disk, you click to open the document and it *still* opens in a browser, you may have to open Adobe Reader as your first step, and then browse your hard disk to find the form file to open.

### FILLING IN THE FORM

This form can be filled out and saved for later editing, printing, or emailing. To fill out this form, position your cursor within a light blue field, click and begin typing. When you have completed a field, tab or click to the next. Periodically save your work. The first time you may be prompted to save with a different file name; you may name your file anything you want. If you include your name in the file name, that will make it easier to identify your file among other submissions. To ensure success, fill out a small portion of the form, save and exit. Open the form again and verify that your entries were saved.

### STILL HAVING TROUBLE FILLING OUT AND SAVING THIS FORM?

If you are still having trouble completing and saving this form, please contact the churchwide unit responsible for the form.



# WORD AND SACRAMENT FINAL EVALUATION INTERN

Seminary: \_\_\_\_\_ Congregation/Institution: \_\_\_\_\_

Name of Intern: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_  
CITY STATE POSTAL CODE

Dates of Internship – From: \_\_\_\_\_ To: \_\_\_\_\_  
MM/DD/YYYY MM/DD/YYYY

The Evangelical Lutheran Church in America requests a single paragraph that can be shared with the appropriate synodical/churchwide personnel as part of the approval and assignment process. Please keep within the limited space below. Provide a paragraph of the internship experience. Note the most important learning or insight from the internship experience and how the experience does or will shape the coming year and your ministry.

**SUMMARY** (Limit 800 characters)

**PART 1 — ASSESSMENT OF SKILLS NEEDED FOR PASTORAL LEADERSHIP: COMPETENCY LEVELS**

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**A. Leadership**

Consider your leadership in serving God's mission in the world (for example: through the congregation, in partnership with the ELCA - including synods and churchwide - and with ecumenical partners).

**Please explain:**

**B. Theological Articulation**

Consider your ability to speak clearly and with insight about the Christian faith from a Lutheran perspective.

**Please explain:**

**C. Leading Worship**

Consider your poise and presence, voice and language as you read scripture, lead prayer and conduct liturgy.

**Please explain:**

**D. Preaching**

Consider biblical interpretation, connection to the congregation/community, use of illustrations and organizational clarity, as well as delivery of sermons.

**Please explain:**

**E. Teaching Adults**

Consider teaching methods including the ability to facilitate discussion and create a comfortable learning environment as well as the quality, depth and presentation of concepts.

**Please explain:**

**F. Teaching Youth and Children**

Consider both material and presentation for various age groups.

**Please explain:**

**G. Evangelism**

Consider the ability to welcome and interact with strangers as well as offering a witness to Jesus Christ.

**Please explain:**

**H. Pastoral Care**

Consider the ability to develop trusting relationships, listen empathetically, respond to crisis and grief situations, discern the needs of people and respect confidential information.

**Please explain:**

**I. Administration**

Consider your ability to work with committees, deal with change and conflict, respond constructively to criticism and accomplish tasks in a timely manner.

**Please explain:**

**J. Stewardship Leader**

Consider your ability to articulate and model Christian stewardship of life, talents and money in pastoral leadership and personal life.

**Please explain:**

**K. Leadership of Social Ministry**

Consider your sensitivity to issues of need and justice in the community and your ability to empower others to respond out of their faith commitment.

**Please explain:**

**PART 2 — ASSESSMENT OF PERSONAL CHARACTERISTICS NEEDED FOR PASTORAL MINISTRY**

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A. How would you describe your sense of “call to ministry?”

B. How effective have you been in accomplishing your learning/service goals?

C. How prepared do you think you are for the realistic demands of ministry?

D. Describe the nature and quality of your relationship with:

1. The internship committee.

2. Your pastor/supervisor.

3. The staff.

E. How would you describe your general temperament/disposition as has been experienced in the congregation (e.g. - angry, nervous, confident, casual, careless, serious, joyful, flexible, controlling, adaptive, etc?)

F. How would you describe your ability for self-awareness and response to feedback?

G. How would you describe your work habits?



H. Please describe your best gifts and passions for ministry.

I. Please identify areas which need further growth. What new insights, knowledge, or skills do you need to become more fully competent for pastoral ministry?

Intern's Signature: \_\_\_\_\_

To unlock form, right-click on signature and select Clear Signature.



Date: \_\_\_\_\_

MM/DD/YYYY

Supervisor's Signature: \_\_\_\_\_

To unlock form, right-click on signature and select Clear Signature.



Date: \_\_\_\_\_

MM/DD/YYYY