**Ministry Development Review 2025**

**Self-Supporting Clergy**

**To the Reviewee**

We take Ministry Development Reviews (MDRs) seriously because they are about helping you flourish as a child and servant of God. They provide an essential opportunity to step back, reflect, and receive feedback on how you live and do ministry and an obligation in your Statement of Particulars. We encourage you to set aside ample time to prepare, as the more you invest, the more you benefit.

Depending on your other time commitments, it may be helpful to complete your review form in three or four sessions over the course of one or two weeks rather than to try and complete it in one sitting. This will give you more time to think about the questions asked and how you wish to respond to them. To do the process justice, it may take up to **5 or 6 hours** overall to complete your form.

Ministry Development Reviews (MDRs) focus on **Affirmation, Accountability, and Development**. **Affirmation** reminds us of Jesus’ baptism, where the Father proclaimed him beloved before his public ministry, emphasising that your worth is rooted in who you are. **Accountability** provides a healthy space to reflect with supportive others on how to serve God and the Church more effectively. **Development** acknowledges the increasing complexity of ministry, gently seeking to identify areas for investment and growth. We hope and pray that through this process, you will feel affirmed in your ministry and better understand your gifts and calling. The Review also aims to identify one or two strengths to build on, one or two things to delegate or stop, and one or two areas requiring development for responsibilities that cannot or should not be delegated. **We expect everyone to have development objectives for the next two years.**

Because you only have an MDR every two years, it should be thorough and will take a fair amount of preparation. **Please set 1 ½ hours for the meeting**.

Every blessing

Peter Harwood

Director of Mission

**Instructions**

**PLEASE PUT THESE DATES IN YOUR DIARY NOW**

Because you only have an MDR every two years, it must be thorough and will take a fair amount of preparation. At the same time, we recognise that the time available to complete this varies for each SSM.

**Review Date:**

|  |  |
| --- | --- |
|  | **DATE** |
| **Send** out the various forms for feedback **6 Weeks** before your Review dateIf relevant, ask them to return them in time for your half-day retreat. |  |
| **Set aside time (3-6 hours): 3-4 Weeks** before your MDR to reflect on the feedback forms and work through your form. **Ideally** find a **half day** (or more) for this, but we recognise that isn’t always possible for SSMs. |  |
| Return ALL the forms **7 days** before the Review Dateto your Reviewer [Name & email address] |  |

The review materials consist of the following:

The review materials consist of the following:

1. **FORM A (below)** is your **Self-Appraisal**
2. **FORM B Vicar/Rector**: Please ask your Vicar/Rector to complete this.
3. **FORM C Churchwardens**: It is most helpful if they complete the form together, but if you think they would prefer to complete one each, please send them both a copy. If you are in a multi-parish benefice, please ask a Churchwarden from each parish.
4. **MDR SUMMARY FORM**: This is completed immediately after the review meeting by you and the Reviewer and is intended to capture key discussion areas.The Review will conclude by agreeing on your new personal and ministry objectives. The Summary Form will be kept in your Blue File at Willow Grange (all other forms will be destroyed). In addition, a copy of the Summary Form will sent electronically to the Bishop of Dorking, your Archdeacon and the Director of Mission.

**RESOURCES**

* **MDR self-care assessment:** <https://www.cofeguildford.org.uk/content/pages/documents/mdr-self-care-assessments.docx>
* **Retreat material to prepare for MDR:** <https://www.cofeguildford.org.uk/content/pages/documents/retreat-to-prepare-for-mdr.docx>

**FORM A Self-Appraisal**

This form is designed as the starting point for a broader discussion of your vocation, ministry and mission. If a question is irrelevant to you, move on to the next. Please review your answers against your previous Review if applicable. Remember that this Review is only as helpful as the information provided. Please be thorough, open, and prayerful in responding.

The questions on this Form have been tailored to the needs of Non-Stipendiary Ministers. However, given the diversity of the ministries that you perform within and outside the church, not every question may be relevant. Please feel free to put N/A if a question is irrelevant and to use bullet points. If there are areas of your life and ministry that you feel are overlooked as part of this review, please let Peter Harwood know so that the Form can be developed to address those areas.

|  |  |
| --- | --- |
| **Name:**  |  |
| **Date of Review meeting:**  |  |
| **Name of Reviewer:**  |  |
| **Date of your last Review and with whom:** |  |
| **Personal** |
| 1. **Significant life/parish events which have affected you since your last MDR**

***e.g. bereavement of a close relative.*** |
| * ***Write here***
 |
| 1. **Lifestyle. Please share your reflections on the following in the box below:**

*You may like to think about your work/life balance (including ministry, marriage, family, friendships, leisure, free time, holidays, etc.), your health, your domestic situation and/or your workload* |
|  |
| 1. **Spirituality and theological development. Please share your reflections on the following:**

*You are invited to share your current pattern of prayer, what nurtures your faith, how well you are tending to it, whether you have a spiritual director/prayer partner/soul and how you take retreats.*  |
|  |
| **4. PERSONAL OBJECTIVES.***1. What were the objectives and outcomes from my previous Review relating to my personal life?**2. What goals/actions/developments/changes/new initiatives do I want to plan for in this area of my ministry?* *3. What steps must I take to improve or guard my well-being and flourishing?* |
|  |
| **Mission & Ministry** |
| **5. Self-leadership & management. Please share your reflections on the following in the box below:***You may like to think about what you most/least enjoy about your work/ministry, what you do best, and what you least enjoy. How about your support networks (e.g. Cell/Peer Grp, mentor, work coach, etc.) – are they helpful? You may like to think about the interrelationship between self-leadership and management in your workplace/non-church environment and in the church* |
|  |
| **6. Safeguarding. Please share your reflections on the following:***How do you nurture a culture of safeguarding? You may find this webpage helpful in considering this: https://thirtyoneeight.org/together-magazine/7-top-tips-safer-healthier-culture/* |
|  |
| **7. Leadership. Please share your reflections on the following:***Consider the feedback you have received; how do you respond to it?* *As a non-stipendiary minister, how do you support the leadership of your local church and its incumbent? How do you exercise delegated leadership for any areas of church life for which you have responsibility?* |
|  |
| **8. Collaborative working. Please share your reflections on the following:*** *How much time do you contribute to your church compared to time outside the church? Is the balance here appropriate?*
* *What contribution/s do you think you make to the ministry team?*
* *Is there any aspect of ministry that you would like to explore further?*
* *Is there an established area you would like to hand over (even if temporarily) to do this?*
 |
|  |
| **11. Outreach. Please share your reflections on the following:*** *How do you see your ministry in your work/non-church environment?*
* *Do you see your work/non-church environment as the primary focus of your ministry?*
* *How do you bring your experiences outside the church into the church environment to support and nurture those in the church?*
* *Do you feel supported in your ministry in the workplace/non-church environment by your church and the leadership? If not, how could this be improved?*
* *For those in the workplace, do you feel supported by your workplace/non-church environment in your church ministry?*
 |
|  |
| **12. Worship. Please share your reflections on the following:***It is worth considering how you keep worship fresh and meaningful in your church and nurture the worship of different generations especially children, young people, young adults and families.* |
|  |
| **13. Preaching. Please share your reflections on the following:***Do/how do you invite feedback? What feedback have you received formally and informally over the last year? How do you hone your preaching skills?* |
|  |
| **14. Everyday Faith and discipleship. Please share your reflections on the following:***You may like to think about your approach to encouraging others to live out their faith outside the church and how you model that in your own life and ministry outside the church.* |
|  |
| **15. Pastoral Care. Please share your reflections on the following:***What specific role (if any) do you have in pastoral care?**Do you have opportunities to offer pastoral care in your workplace/non-church environment?* |
|  |
| **16. MISSION AND MINISTRY OBJECTIVES**1. What were the objectives and outcomes from my previous Review relating to my ministry?2. What goals/actions/developments/changes/new initiatives do I want to plan for in my ministry?  |
|  |
| **Feedback and Future** |
| What is your sense of calling?  |
|  |
| Given the time available for your review discussion, what areas of your ministerial development would you most like to focus on? |
|  |
| Are there any personal concerns you wish to discuss in person, e.g. addictive tendencies, debilitating fears, health vulnerabilities? You are invited to raise difficult areas in complete confidence. (please tick) |
|  |
| Please indicate here the level of challenge input from the Reviewer you would prefer during your review discussion: High Medium Low  |
| **Signature:** | **Date:**  |

Please send this and the completed Forms B and C directly to your Reviewer **as one batch** (unless they prefer to send their form directly.)