Michigan Conference of The United Methodist Church

"Making Disciples of Jesus Christ for the Transformation of the World."

SPRC Assessment of Deacon
Instructions

"Support without accountability promotes moral weakness;
Accountability without support is a form of cruelty."

-- General Rules & Social Principles
"The Book of Discipline of The United Methodist Church"

Each year, Staff Parish Relations Committees (SPRC) are tasked with completing the annual Deacon Assessment and goal setting process for all deacons under appointment. This process is meant to be entered into prayerfully and with consideration for the ministry of the deacon over the last year. The SPRC should take seriously the mission priorities of the entire congregation as well as the opinions of individual SPRC members. The results of this assessment and goal setting are to be tools for guiding the ministry of the deacon and congregation over the course of the coming year.

1. Each SPRC member shall receive a copy of these instructions along with the "SPRC Assessment of Deacon" document. Each committee member shall be given ample time to fill out an individual assessment based on their experience with the deacon in advance of the SPRC meeting where the results of the individual assessments are to be compiled.

2. The deacon is to be given ample time to fill out the "Deacon Self-Evaluation" document before meeting with the SPRC to discuss their own results.

3. In the deacon's absence, but with the deacon's knowledge, the SPRC should meet to compile the results of the individual assessments. Results from the individual assessments should be averaged in preparing a **single report**. All comments should be discussed, BUT NOT COMPILED. The committee's discussion will be an important part of the process. From that discussion, the committee will determine the comments to list in the dialog boxes. These may require a separate sheet. Once the final report is completed, the individual assessments should be collected and destroyed.

4. After the assessments have been compiled, the SPRC will meet with the deacon to discuss the compiled results as well as the deacon's self-assessment. Together, the SPRC and deacon will prepare the "Joint Dialogue" document for assessment, goal setting, and continuing education plans for the coming year.

5. In conclusion, the completed Deacon Self-Evaluation, SPRC Compiled Assessment, and the Joint Dialogue documents shall be signed and sent to the District office by the requested deadline.