

Final Internship Evaluation

INTERN: _____

INTERNSHIP SITE: _____

The supervisor and intern are to use this Evaluation Form as a basis for discussion regarding work and progress to date. The student should complete the form first and turn it in to the supervisor. After the supervisor has completed the form the two should meet to discuss their ratings and comments. At the conclusion of the conference, supervisor and intern should reach mutual agreement on each of the items shown below, recording their consensus by signing the forms and sending a copy to the Office of Vocations. The supervisor and the intern should retain copies to be used as a part of the discussion for future evaluations.

Scale: (4) Exceptionally effective (3) Reasonably Effective (2) Effective
 (1) Not effective (N) No basis for judgment

A. *Role as Pastoral Care-Giver*

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
Listening to people without personal agenda intruding		
Accepting people who are different from yourself		
Understanding and discerning the needs of people and situations		
Respecting confidential information in appropriate way		
Relating to others in a friendly, positive manner		
Being at ease in one-on-one relationships		
Being at ease in group relationships		
Developing trust		
Responding with empathy and resourcefulness to people in times of need		
Showing appropriate initiative in responding to pastoral needs of persons		
Visiting with members in non-crisis situations		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

B. Role as Worship Leader and Preacher

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
Planning well-coordinated worship		
Leading public prayer		
Using appropriate language in worship and preaching (e.g., grammar, inclusive language, level of abstractions, slang)		
Using voice in leading worship and preaching (volume, clarity, inflection)		
Using body gestures appropriately		
Interpreting biblical text faithfully in sermons		
Organizing sermons with clarity		
Using illustrations in sermons		
Making sermons relevant to the needs of the people		
Demonstrating poise and personal comfort in role of worship leader/preacher		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

C. Role as Teacher

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
Involving learners in the educational process		
Setting clear goals and objectives		
Selecting concepts appropriate for learners' ages and needs		
Sequencing teaching activities in a logical order		
Communicating Christian beliefs to persons of various age levels		
Using appropriate variety of teaching methods		
Using well-stated questions to stimulate learning		
Leading group discussions in a purposeful way		
Creating an appropriate physical environment for teaching		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

D. Role in the World

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
Identifying and analyzing social or community issues		
Relating biblical and theological insights to community/world issues		
Developing strategies for social change		
Enabling members to become aware of and participate in the ministry of the congregation to the community and world		
Integrating concern for personal faith/ethics with concern for social justice		
Identifying with and caring for needy persons in the community		
Relating the Christian faith to persons outside the church		
Utilizing the resources of the church to deal with social issues or community problems		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

E. Role as Leader and Administrator

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
Supporting the total ministry of the congregation with enthusiasm and a cooperative spirit		
Communicating in an open, honest, and straightforward manner		
Analyzing the congregation's formal and informal decision-making processes		
Exercising authority in appropriate ways		
Accepting and learning from critique		
Dealing constructively with conflict		
Empowering lay leadership		
Making positive contributions in working with groups and committees		
Planning and developing programs		
Implementing programs		
Evaluating programs		
Demonstrating a positive, constructive attitude about the denomination		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

F. Personal Work Habits

<i>Ability</i>	<i>Student rating</i>	<i>Supervisor rating</i>
Developing disciplines for spiritual growth		
Managing time for study, work, family/friends, and self		
Being dependable		
Being prepared		
Setting realistic work objectives		
Completing tasks		
Working under pressure		
Being punctual and keeping appointments		
Dressing appropriately and neatly		
Observing etiquette appropriate to the setting		

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

General Assessment

A. How would you describe your general **temperament/disposition** as you have interacted with your internship site (e.g., angry, nervous, confident, casual, careless, serious, joyful, warm, etc.)?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

B. How would you describe your level of **psychological and spiritual maturity**?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

C. Please assess your **leadership style** by circling the words below that best describe you.

- | | | | |
|-------------|----------------|------------|-------------------|
| thoughtful | directing | reserved | adapting |
| modest | quick to act | economical | flexible |
| trusting | self confident | practical | socially skillful |
| cooperative | seeks change | factual | tactful |
| idealistic | persuasive | tenacious | enthusiastic |
| helpful | forceful | steadfast | dealing |
| receptive | competitive | thorough | inspiring |
| responsive | risking | methodical | animated |
| loyal | persistent | detailed | negotiating |
| urgent | analytical | fun | appropriate |

D. How do you evaluate your sense of "**call to ministry**" at this point in your pilgrimage?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

E. Please summarize what you perceive to be your greatest **strengths** for ministry?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

F. Please identify and comment on any area in which you need further **growth**. What new insights, knowledge, or skills do you need to develop before ordination?

<i>Student's comments on this area of ministry</i>	<i>Supervisor's comments on this area of ministry</i>

We have discussed this evaluation and will submit it to the SFTS Office of Vocations.

SIGNATURES:

Intern: _____

Date: _____

Supervisor: _____

Date: _____

**Send a copy of this form, along with the
Post-Internship Assessment & Assessment of Supervisor to:**

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