



## MEETING 2

***AIM: Encourage reflection and establish the basis for a good training plan***

***NOTE TO THE STUDENT:*** *The aim of this assessment and review is to encourage you to reflect upon your own personal experiences, skills, abilities, training and competencies. This document is not graded and **is not submitted to the SFE Co-ordinator.** Be honest in your self assessment as that will help you and your trainer develop a good training plan for you.*

To be completed by SFE Student and discussed with the SFE Trainer within the first two weeks of the first Semester a student is enrolled in SFE.

Date discussed:

### PERSONAL HISTORY

What ministry activities have I been involved in?

In what capacity have I been involved? For example, team member, leader, participant etc

Have I been part of the planning process for a ministry activity?

Have I been part of a ministry activity that did not go well? What was it that did not “go well”? What did I observe about that activity? Was I part of the solution or the problem?

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## MINISTRY COMPETENCIES

Before you complete this section of the Self Assessment and Competency Review you should have read and understood Section 14 of the SFE Student Workbook.

Give yourself a score out of five for each of the following Ministry Competencies where:

1 = Poor

2 = Below average

3 = Average

4 = Good

5 = Excellent

**Teaching/Evangelism:** You are able to understand processes, information and concepts and assist others to understand these, able to develop teaching strategies appropriate to a variety of material and learners.

**Personal relationships:** You initiate, develop and maintain healthy relationships with people of different ages and backgrounds, show openness and interest in people, establish trust and continue appropriate relationships with people over time.

**Conflict resolution:** You are able to identify signs of conflict and possible causes, adjust your own reactions in order to help others respond appropriately to conflict, appreciate different viewpoints within a conflict, act with integrity in a conflict, assist people to find possible resolutions, maintain appropriate relationship with people in conflict.

**Leadership:** You are able to work with individuals and groups to help them reach identified goals, you can use a range of leadership style and adjust your style appropriately and exercise leadership with integrity.

**Discipleship:** You are able to work with an individual to assist him or her to develop, you build relationships of trust, listen to and respond to a person in a way which helps him or her develop insight, and are a reliable support for a person.

**Critical Thinking:** You understand concepts and situations from a variety of perspectives and analyse these and respond with conceptual clarity, you are able to understand, analyse and construct arguments.

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**Community Development and Maintenance:** You are able to assess a church community or group, to understand the needs of the community and plan and implement ways of assisting the community to become stronger and remain strong; including the ability to understand community systems, communicate with a community and act with justice.

**Administration:** You are able to organise information and people, to plan and implement processes and to establish and maintain records.

**Training:** You are able to help others develop particular skills and abilities, including explaining and demonstrating, building confidence and giving constructive feedback.

**Strategic Thinking and Planning:** You are able to assess a situation, including opportunities and threats, to develop appropriate goals, to develop and implement plans to reach those goals, to monitor achievement of goals and to review and adapt plans.

**Working Independently:** You are able to assess needs and opportunities and take initiative to meet needs without instructions and assess results without external feedback.

**Monitoring and Managing Personal Stress:** You are aware of stressors and their effects on you, you adapt your behaviour and expectations in order to limit these effects in both the short and long terms.

**Accountability:** You are willing and able to recognise authority and to submit to others.

**Reliability:** You meet the reasonable expectations of others, monitor your own commitments and to organise tasks so they are completed in set time frames.

If you gave yourself a 1 or a 2 for any of the above, consider why. Do you think you need to work on these competencies? Why or why not?

If you gave yourself a 4 or 5 for any of the above, consider why. What is it about you that gives you the ability to perform these competencies above the average?

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### MINISTRY SKILL SETS

Tick any of the following that you think you do well. Put a cross in those in which you think you need more experience, training or assistance.

Preaching

Public ministry - prayer, leadership in music, children's talks

Crisis counseling

Leadership of session and committee of management

Congregation administration

Personal evangelism

Organising evangelistic events

Youth ministry

Training people in: preaching, children's ministry, evangelism (please circle)

Developing congregational strategy

Planning congregational life

Conducting a funeral

Conducting a baptism

Conducting a wedding

Negotiating personal and congregational conflict

Visiting

Follow-up and discipleship

Leadership development

Small group leadership

Church discipline

Leading a ministry team

Congregational communication

Advertising/public promotion/ use of media

Other: See Section 3 for a complete list

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## GENERAL REFLECTIONS

Consider how you have come to be at PTC. Why are you studying here?

What are the practical Ministry Skill Sets and competencies that you think you need to develop while you are at PTC?

I, (student) \_\_\_\_\_, have discussed my Self Assessment and Competency Review with my SFE Trainer. I have completed the Induction Meeting and I have a good understanding of what is required of me in the SFE program.

\_\_\_\_\_  
Signature

I, (SFE Trainer) \_\_\_\_\_, have discussed this Self Assessment and Competency Review with the above signed. I have ensured that the student has read and understood Section 1 to 7 of the SFE Student Workbook. I am satisfied that the above signed has a good understanding of what is required of him/her in the SFE program.

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Signature

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