Handout 1

Peer Evaluation Form

The purpose of this evaluation is to provide helpful and useful feedback for the following church staff
member:
Please be specific in your comments and make suggestions that could help this staff person become more confident and effective in their area of service and ministry. Your signature guarantees that your feedback will be added to the overall evaluations summary report. Your name will not be disclosed to the person being evaluated. Your signature allows the pastor to contact you if he/she needs clarification for any of your suggestion made on the peer evaluation report.
How have you been involved with the person you are evaluating?
Specify the programs and times you have been with this person throughout the year.
Describe this person's strengths and effectiveness as they relate to his/her area of ministry.
Describe this person's limitations and potential areas for personal and professional improvements.
From your perception and experience of being with this staff person, does he/she need any additional resources, support staff and/or volunteers or supervision from the pastor?
Do you have any other suggestions for personal and professional growth for this church staff person?
Signature of person completing this peer evaluation Date completed
Please return this form to the pastor by with the enclosed envelope.

Thank you for taking the time and effort in completing this peer evaluation form.