**Ministerial Development Review**

**Listening Exercise - Document A**

**Guidelines & Details of Contributors**

Name of Reviewee \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In preparation for your Ministerial Development Review please use this form to inform us of the contact details of those people you have asked to contribute to the ‘Listening Exercise’ You should normally select at least 4 people (6 for those with wider responsibilities such as multiple parishes, and dual role clergy)

|  |  |
| --- | --- |
| Name:  Address:  Phone number:  email address: | Name:  Address:  Phone number:  email address: |
| Name:  Address:  Phone number:  email address: | Name:  Address:  Phone number:  email address: |
| Name: Rev Jon Barwood  Address:  Phone number:  email address: | Name:  Address:  Phone number:  email address: |

It is recommended that you make clear to the contributors if you intend to ask to see their original feedback forms prior to gaining their consent to participate in the exercise.

**Please return this form, electronically if possible, to the Director for CMD Rev Irene Cowell,**

**Email:** [**cmd@sodorandman.im**](mailto:cmd@sodorandman.im)

**Mail: The Vicarage, Arbory Road, Castletown IM9 1ND**

**Why do we need to do this?**

The aim of the Listening Exercise is to invite helpful feedback on your ministry from those you are called to serve. For this to be helpful you should have a balance of positive feedback and constructive comments on areas of potential growth.

**Who should I choose to participate in the listening exercise?**

You should identify those who will provide feedback for the listening exercise which will be discussed during the MDR. To encourage the most helpful feedback, you may find it worthwhile inviting a selection of people who encounter you within different parts of your role. Contributors will only be invited to comment on aspects of your ministry with which they are familiar, so it is not important that they have experience throughout your ministry and context. For example, in a traditional parish context, we would suggest:

1. two or three people from within your church community – for example, a Church Warden, the leader of the Sunday School, a Reader, a committed and involved member of the church, a person from the PCC.
2. one or two people from outside the church community – for example, someone with whom you work regularly at the local school or hospital, a leader of another church with whom you work or if you have a diocesan role, someone who knows you within that context.

Depending upon your role certain people should always be a contributor e.g. a curate for a training incumbent and a training incumbent for a curate.

**What will they be asked to comment upon?**

The participants will be invited to comment on the specific gifts they see demonstrated in your ministry, the contribution they see you make within the context within which they know you and your ministry. They are also invited to note any specific developmental needs they perceive you may have. A copy of the form is attached.

**Once I have identified who I want to participate, what should I do next?**

You should contact each person to invite their input. You should inform them that they will receive a form and that it should be returned directly to the Director for CMD.

**What happens to the feedback?**

The feedback will be rendered anonymous and will be summarised prior to it being given to the Bishop prior to your MDR discussion. However, you are entitled to see the original Listening Exercise responses or the summary, should you really want to. If you think you might wish to see this, please discuss this with the contributors and the Director of CMD prior to the listening exercise. Once the MDR is completed the Director of CMD will destroy all responses to the Listening Exercise.