

Guidelines for reporting to the Bishop on a Curate's Final Year

The Training Incumbent is required to produce a report on the Curate using these headings and guidelines.

NB: The **standard headings** are in bold while *guidance* is given in italics.

Part A

1. Introduction

To include comments on areas for further development identified in the report from TEI

2. Christian tradition, faith, spirituality and life

To include...

- *A summary of the curate's pathway of study and comment on its completion*
- *The curate's development of the habit and skills of theological reflection and reflective practice*
- *Comment on the curate's journey of faith*
- *Areas for development*

3. Mission, evangelism and discipleship

To include...

- *Evidence of a developing and embodied understanding of mission and evangelism*
- *Comment on the curate's experience and skills of enabling others to grow in Christian discipleship*
- *Areas for development*

4. Worship and ministry within the Church of England

To include...

- *Comment on the curate's development of skills in preaching and leading public worship*
- *Evidence for the curate's understanding of the nature and scope of public ministry within the Church of England*
- *Areas for development*

5. Personality, character and relationships

To include...

- *The curate's reflexivity in relation to personality and relationships*
- *The curate's personal qualities in relating to others*
- *Areas for development*

6. Leadership, collaboration and community

To include...

- *Examples of the curate's ability to lead, collaborate and empower others in leadership*
- *Areas for development*

7. Calling to ordained ministry in the Church of England

To include...

- *Comment on the curate's willingness to serve within the breadth and diversity of the Church of England*
- *Comment on the curate's willingness to be accountable within the frameworks of the Church of England*
- *Areas for development*

8. For Pioneer Ministers: Pioneer ministry

To include...

- *Evidence of the curate's enthusiasm for and skills in ministry and mission in uncharted contexts*
- *Areas for development*

Part B.

Questions:

- 1 Has the curate met the agreed church-wide standard as set out in the formation criteria?
- 2 Have the *Five Guiding Principles* been discussed with the curate and has s/he indicated that s/he assents to all of them?
- 3 Is the curate on track to complete assessed work satisfactorily by the projected time to move to a post with permanent common tenure?
- 4 Are there any issues that need to be addressed before they move to a post with permanent common tenure?
- 5 Is there anything else about the curate and his/her circumstances that the bishop needs to know?
- 6 In the light of the report above are there any particular training needs for the next phase of development, i.e. in CMD?

Taken from Ministry Division report guidelines – January 2015

Revd Preb Nick Helm
MSD Officer
Diocese of Hereford
nick@hereford.anglican.org