

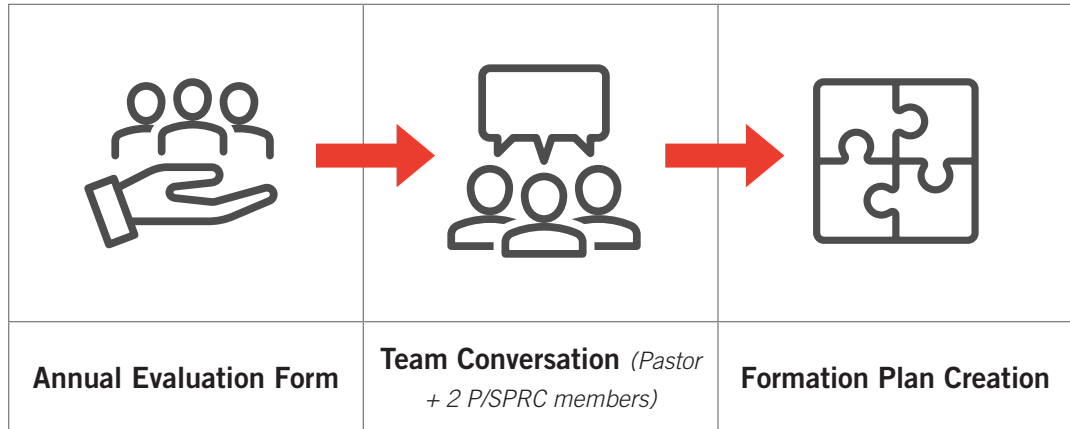


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SMART Goal Formation Plan Guide

(based on tool created by the UMC General Board of Higher Education and Ministry)

Welcome to the Annual Evaluation Formation Plan. This process supports forward movement in ***your personal vocational formation*** as pastor for ***your congregation's mission and ministry***.



How to Use this Template

- Explore your Annual Evaluation Form responses and reflect about your ministry
- Meet with your two P/SPRC members and follow the Formation Plan Guide
- Work together to prioritize goals and plans in this Formation Plan Template
- Set a communication & follow-up plan with the full P/SPRC and congregation
- Email (or mail) your Annual Evaluation and Formation Plan to your District Office
- Revisit your Formation Plan at least once per quarter with your P/SPRC to guide vocational growth, and enjoy your journey!

Formation Plan

Congregation _____

Pastor _____

Start Date _____ End Date _____



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Congregation's Mission, Ministry, Strengths & Current Needs and Challenges

The pastoral setting defines purpose and direction, and provides an important context for applying and growing a pastor's vocational strengths while engaging the lay congregation's strengths and collaboration.

Pastor's Most Relevant & Unique Strengths in This Congregation, at This Time

What are the pastor's top strengths that are also most highly relevant to achieve effective ministry in this setting for the coming year? What fits?



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What are the Four Greatest Goals/ Possibilities for the Pastor & the Congregation?

Where is the congregation poised to evolve in its Mission? What will energize and enhance vitality?

(NOTE: one of these goals should focus on the pastor's health and wellness)

1.

2.

3.

4.



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SMART Goal #1: Specifically, We Will...		<i>S</i> Simply state outcomes & strengths <i>M</i> Measurable indicators of change <i>A</i> Achievable in the near horizon <i>R</i> Relevant, worthy, & meaningful <i>T</i> Timely for congregation & pastor
Pastor <hr/> What will the pastor do to lead the congregation to accomplish this goal?		
Congregation <hr/> How will P/SPRC & congregation support pastor to apply, cultivate, & boost strengths?		
Measureable Indicators Of Change, and the Change We Expect to Co-Create <hr/>		
Achievable Milestones Which Track our Accomplishments <hr/>		
Relevance, Worth, and Meaning of this Goal to our Mission <hr/>		
Timely, Benefiting the Congregation or Promoting the Pastor's Continued Professional Development <hr/>		
First Action: Who will put this goal in motion, how and when? <hr/>		



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SMART Goal #2: Specifically, We Will...		<i>S</i> Simply state outcomes & strengths <i>M</i> Measurable indicators of change <i>A</i> Achievable in the near horizon <i>R</i> Relevant, worthy, & meaningful <i>T</i> Timely for congregation & pastor
Pastor What will the pastor do to lead the congregation to accomplish this goal?		
Congregation How will P/SPRC & congregation support pastor to apply, cultivate, & boost strengths?		
Measureable Indicators Of Change, and the Change We Expect to Co-Create		
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Achievable Milestones Which Track our Accomplishments		
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Relevance, Worth, and Meaning of this Goal to our Mission		
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Timely, Benefiting the Congregation or Promoting the Pastor's Continued Professional Development		
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First Action: Who will put this goal in motion, how and when?		
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NOTE: To add additional SMART Goals, duplicate this page.

SMART Goal #3: Specifically, We Will...		S Simply state outcomes & strengths M Measurable indicators of change A Achievable in the near horizon R Relevant, worthy, & meaningful T Timely for congregation & pastor
Pastor What will the pastor do to lead the congregation to accomplish this goal?		
Congregation How will P/SPRC & congregation support pastor to apply, cultivate, & boost strengths?		
Measureable Indicators Of Change, and the Change We Expect to Co-Create		
Achievable Milestones Which Track our Accomplishments		
Relevance, Worth, and Meaning of this Goal to our Mission		
Timely, Benefiting the Congregation or Promoting the Pastor's Continued Professional Development		
First Action: Who will put this goal in motion, how and when?		



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Goal Setting Questions & Ideas

To improve *GOAL SPECIFICITY*, consider:

1. **“What” Targets:** What specific job activities will you improve? What is the visible outcome others will see in your congregation when you succeed?
2. **“Who” Targets:** What specific relationships will you improve? Who is the target population or audience?

To improve *GOAL MEASURABILITY*, consider:

3. **Monitoring Flags:** What milestones, deliverables, or results will confirm your progress? What question can you ask yourselves to inspire accountability?
4. **Future State:** What will success look like? After months of effort, what beliefs will congregation members hold, what will be happening, what moments or interactions will be noticeable?

To improve *GOAL ACHIEVABILITY*, consider:

5. **Progression:** What is the series of milestone accomplishments that can happen one at a time to create momentum?
6. **Resources:** Whose inputs of time and energy are needed to truly accomplish our vision for this goal? Can we confidently enlist and commit those resources? Think about: Frequency, Persistence, Consistency, Intensity, and Innovativeness – these are all possible options to energize a goal and make outcomes achievable. Is a team effort needed?

To improve *GOAL RELEVANCE*, consider:

7. **Importance:** Why does it matter to achieve this goal? How will it forward our Mission?
8. **Meaning:** What values does this goal embody and reflect? What will it mean about our identity serving the world if we are able to accomplish this goal?

To improve *GOAL TIMELINESS*, consider:

9. **Why Now:** How will accomplishing this goal create a positive moment in history?
10. **Under My Watch:** What is the opportune alignment to accomplish this goal in the congregation with this pastor at this time?

To improve *GOAL ACCOMPLISHMENT*, consider:

11. **First Commitment:** What is the immediate first step that will get the ball rolling? What needs to happen to prepare and take that step? Who can help?



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Signatures

Date of this Evaluation _____

Pastor Signature _____

Chairperson S/PPRC Signature _____

Members of S/PPRC Signatures _____

Please make copies of the finalized Evaluation & Continuing Education Report.

Distribute them to:

- 1. PPRC files
- 2. Pastor
- 3. District Superintendent

The pastor will send a copy to:

Board of Ministry, 32 Wesley Blvd., Worthington, OH 43085