

“360 Degree” Feedback Tool

Introduction

The idea of this tool is that you get feedback from those to whom you relate in your role as to how they feel about the way you carry it out. You choose who you wish to get that feedback from. You also choose how much of the response you reveal to your reviewer. You may prefer to discuss the responses with someone else, e.g. mentor, soul friend, work consultant, as well as or instead of your reviewer.

How to do it

Either use your own role description or the Key Roles of an Incumbent, as provided by the Diocese in the “Preparing Role Descriptions and Objectives” document (available on the website and summarised on the next page) and choose a person to whom each role relates, for example:

1. Leadership in developing and sharing vision for the mission and ministry of God, in the light of the doctrine and traditions of the Church of England, the diocesan plan and the global and local social context of the parish.

You might ask a Churchwarden or Area Dean.

Or make your own list of the roles you have that you spend more than half an hour a week on (so that they are not trivial) and the people to whom you relate in these roles.

Give a person who relates to you in that role a brief summary of the role on which you wish to have feedback.

Ask them to write down for you

- **two things they appreciate about you in that role**
- **one thing that they think you could do more of**

Thank them for their feedback.

Use the responses, in the light of other evidence and your own feelings to help you in appraising your performance in your role.

- Recognise how much you are appreciated
- Identify themes and tensions in the things people think you could do more of.
- Feed these into your review as you feel is appropriate

Diocese of Southwell & Nottingham
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Obviously those with other roles than incumbents need to use their own role descriptions and objectives and identify significant people to whom these relate.

Suggestions for possible people to ask in relation to the Role Description of Incumbents

Churchwarden

1. Leadership in developing and sharing vision for the mission and ministry of God, in the light of the doctrine and traditions of the Church of England, the diocesan plan and the global and local social context of the parish.

Member of your congregation

2. Oversight and leadership in the provision of appropriate public worship for the congregation and the wider community.

Local Community Leader

3. Representation and interpretation of the church to the local community and representation of the diocese to the parish and the parish to the Diocese.

PCC Member

4. Leadership of and cooperation with the PCC in clarifying and carrying out the pastoral, social, educational and evangelistic tasks of the church in collaboration with other ministers in the benefice, cluster and deanery. Maintain awareness of the world church in planning and action.

Someone whom you have prepared for Baptism or for whom you have conducted a Funeral or Wedding

5. Oversight, leadership and delivery of pastoral care through the occasional offices and priestly ministry to individuals in collaboration with other ministers in the parish.

Member of another church or Area Dean

6. Maintain and develop links with other churches in the deanery and other denominations and contribute to the life of the deanery in the diocese.

Family Member or Soul Friend

7. Care for oneself and (family) through the development of an appropriate balance of work, recreation and attention to in service training, study, prayer and personal spiritual development.

Churchwarden / Treasurer

8. Ensure the appropriate administration of the finance and fabric of the church and compliance with the legal requirements upon the benefice.