

# Types of Evaluation

## Formative Feedback

- This type of feedback takes place “along the way” when no decisions must be made.
- The purpose is to help the person improve, develop, and grow.
- The success of the person is the purpose of this feedback.
- Participants become partners in the fruitfulness of the person receiving feedback.
- It helps identify issues early so the person can address them.
- It helps to clarify what is working and what is not.

## Summative Feedback

- How well is person doing? Are they advancing church’s overall mission?
- This type of feedback takes place when formal evaluation is needed or when decisions are to be made concerning annual reviews, continued employment, salary, etc.
- There usually is a record of these evaluations.
- This feedback deals with how well the person is doing in advancing the church’s mission or the mission of a specific ministry for which the person is responsible. Performance and skills are considered.
- Progress on issues named in previous evaluations is discussed.
- The purpose is to make decisions regarding how well-suited a person is to the ministry needs of the particular church.
- This review leads to conclusions and sometimes specific action steps.
- Helpful for making decisions regarding the fit between the church and pastor

### Suggested evaluation formula: 90% formative + 10% summative

How to know if your formative and summative proportions are correct: If any concerns or issues come up for the first time in the formal or summative evaluation sessions, there is a problem. There needs to be more conversation and feedback “along the way.”

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## Two Purposes of Evaluation

- Examine the effectiveness of the church in achieving its mission.
- Examine the effectiveness of the pastor (staff) in leading the church toward the fulfillment of the mission.

## Some Steps in Evaluation

- Gather appropriate information.
- From a thoughtful assessment of the information, decide what feedback will be shared, by whom, and how.
- Present the affirmations and areas for growth.
- Thank those from whom information was sought and indicate that it was helpful in the recently completed review.

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