



*Presbyterian Church
of Queensland*



FES SUPERVISOR REPORT

CANDIDATE: _____ (YEAR of STUDY____)

FES SUPERVISOR: _____

CHARGE: _____

Prior to Friday the 11th of September 2020, this report is to be completed for each PCQ Candidate for the ministry by their FES Supervisor. The completed report should be e-mailed to the QTC Faculty Secretary Andrew Bain at: faculty@qtc.edu.au.

SUBMISSION OF THE REPORT

Faculty

This Report was submitted to the QTC Faculty

on ____/____/20____

FES Supervisor Signature

Report prepared: Date -

20 _____

SECTION A: FES SUPERVISOR QUESTIONNAIRE

The questions in this section of the report are specific to clarifying whether the Candidate is suitable for ordained ministry, rather than simply being a CMR appointee. These questions generally focus on aspects of gospel ministry.

1. Does the Candidate have a heart for the gospel and word-based ministry? (Does he relate well to non-Christians, and can he communicate the gospel effectively to them?)

2. Overall, in your view, do you currently think that the Candidate will be ready to serve as an ordained minister at the end of their studies? (In responding to this question, please consider in particular whether they are likely to be ready to serve as an ordained minister - potentially as the minister responsible for a Charge or a congregation - as opposed to instead serving long-term as a Home Missionary / Specialised Ministry Worker).

3. Please comment on the Candidate's development as a preacher, including whether he appears to be capable in the foreseeable future of serving as the primary preacher for a congregation.

4. How is the Candidate going with regularly leading Sunday services? Is he able to lead in a way which is biblical faithful, clear and engaging, and helpful for a range of people?

5. Does the Candidate appear to be able to teach people well in other settings? (Home/Cell groups, age-specific groups, one on one, Elvanto training etc)

6. Currently, are you confident that the Candidate can satisfactorily lead a wedding, funeral, or other type of special / occasional service?

7. Does the Candidate appear to be able to set appropriate goals in relation to his ministry, and organise himself so as to enable these goals to be met? (humanly speaking)

8. Is the Candidate generally reliable, in terms of his commitments and his dependability?

9. Can the Candidate relate well to, and serve and encourage, a variety of people within the church, particularly to people of different ages and backgrounds to himself? Is he able to relate gently to others when called for (and avoid unnecessarily conflicts), while at the same time still clearly holding out God's Word (and being firm when he needs to)?

10. Would you describe the candidate as an active disciple of Jesus who is able to disciple others? (Does the Candidate [and his wife and family] appear to be growing in his own Christian life, and demonstrating the godly character which ought to be expected of a minister and his family?)

11. Is the Candidate able to serve as both a follower and a leader, as appropriate? - Does he appear willing to serve under you as the Senior Minister, and respect the voice of the Session (and the other Courts of the PCA, if relevant), and is he also showing a capacity to be able to lead others at church?

12. Do you believe the Candidate has the general personal resilience required for full-time ministry?

13. Does the Candidate have the capacity to not just plan and organise, but to think strategically for their ministry/context, and move to implement a strategy and adapt it as they go? (In parts of Qld where there is a lot of change, or new people, the ability to do strategy well is quite critical.)

14. Can the Candidate lead and organize a ministry team? (Has the candidate been coached in interpersonal and ministry organization skills? Have they been given opportunities to practice these things with a significant ministry of the church – if so, what has been the feedback of other ministry leaders in the congregation?)

15. Does the Candidate display the level of meekness, humility and patience required for full time ministry?


SECTION B: COMPETENCIES CHECKLIST

This checklist provides a guide to suggested competencies for PCQ candidates to gain experience in during their FES placements. In 'Trellis and Vine' terminology these are mostly 'trellis' or ministry framework competencies within the PCQ. A working understanding of our practices and procedures will go a long way to ensuring that gospel ministry does not suffer due to a lack of procedural understanding. The annual reporting cycle is intended to provide an opportunity to mark the progress of the candidate in each competency. It is not intended or expected that a candidate will be able to gain experience in all of these competencies in a single year, and some will only be appropriate towards the end of their training. The annual reporting cycle provides a way to capture progress on a yearly basis and highlight areas to focus on in future years.

Progress Rating	Definition
0	No Experience
1	Limited Awareness
2	Has some practical knowledge but needs development
3	Good basic understanding, moderately confident but will benefit from further experience
4	Performs this function well
5	Expert – Able to train others

<input type="checkbox"/>	Can Preach a Sermon	It is suggested that the candidate receives regular feedback from their FES supervisor that builds confidence and the ability to prepare and preach a sermon by the time of their licencing. <u>Comments:</u>
<input type="checkbox"/>	Has Attended & Understands Presbytery Meetings	It is suggested that the candidate understands the function and responsibilities of Presbytery, and particularly – understands the role of the moderator, clerk of presbytery, and interim-moderator of a charge. <u>Comments:</u>
<input type="checkbox"/>	Can Conduct a Funeral	Candidate is confident to be able to discuss funeral arrangements with the local undertaker, and is able to meet with the grieving family to discuss and prepare the funeral service. <u>Comments:</u>
<input type="checkbox"/>	Can Conduct a Wedding	It is suggested that the candidate is taken through the latest updates to the marriage act by their FES supervisor and all the responsibilities of a Religious Celebrant (including the marriage paperwork) be explained to the candidate. <u>Comments:</u>

<input type="checkbox"/>	<p>Understands the Role and Function of the State Assembly</p>	<p>Has a practical understanding of WHEN the assembly meets, what is a WHITE BOOK, what the 'flow of business' looks like and how to follow it. <u>Comments:</u></p>
<input type="checkbox"/>	<p>Can Run a Session Meeting</p>	<p>It is suggested that the candidate be able to run a session meeting, and understands the role and function of the local session. Suitable training could include instruction on the role of the chairperson, the role of the session clerk, Pres-Safe responsibilities, how to maintain a congregational roll, how 'member transfers' work in the PCQ, and so on. <u>Comments:</u></p>
<input type="checkbox"/>	<p>Can Run a Committee of Management Meeting</p>	<p>Candidate understands the function of the COM, the boundaries of authority between the session and the COM. Understands the role of the treasurer, spending limitations of the COM, and understands when (and for what purpose) congregational meetings are required. <u>Comments:</u></p>
<input type="checkbox"/>	<p>Understands how an Interim Moderator Assists a Vacant Charge</p>	<p>It is suggested that the candidate has a discussion with their FES supervisor about the responsibilities of an Interim Moderator, and how much time to allocate to such a role when appointed to the position. <u>Comments:</u></p>
<input type="checkbox"/>	<p>Understands How to Employ a Second Ministry Worker in the Charge</p>	<p>It is suggested that the candidate is taken through the process of how to prepare a sustentation schedule, what meetings are required with the congregation & presbytery, and how to forward your application to the CMR for approval. Also, it is suggested that the candidate understands the process of 'how to become' a specialised ministry worker, or a home missionary within the PCQ. <u>Comments:</u></p>
<input type="checkbox"/>	<p>Understands How To Maintain Pres-Safe Accreditation Within The Local Church</p>	<p>It is suggested that the candidate completes their Pres-Safe training and accreditation before their licencing. <u>Comments:</u></p>

	<p>Is Confident In How to Administer the Sacraments</p>	<p>It is suggested that the candidate is taken through the particular roles and responsibilities for a communion service, and for a baptism. Candidate is able to meet with a family and discuss what is the purpose of infant baptism, and advise the family of what to expect at the baptism of their child. Candidate knows where to find the relevant vows for the baptism, and can conduct an adult baptism as required. <u>Comments:</u></p>
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SECTION C: GENERAL REPORT

(Please provide a general comment on the progress of the Candidate during the time of their FES placement within your charge, the ministries they have been involved with, meetings they attend regularly etc. Please include any aspects of their training not covered in Sections A or B and any areas to focus on in the future.)
