



2007 Year End Review

Connecting People with Jesus and One Another

Staff Member Name:		
Ministry:		Date:
Position Title:		

What went well for you this year?
(i.e., major projects undertaken, a challenge you overcame, a relationship you built, a skill you developed, etc.)

What went well for your team/ your ministry this year?

What did not go well for you this year in your position?

What did not go well for your team / ministry this year?

Empty response area for the question above.

To improve upon the items you listed above for yourself and your team, list some action steps you are willing to take. How can church leadership assist you in making these improvements?

Staff Member Suggested Actions	Leader Response to Suggested Actions

As a part of the year-end process this year, you are being asked to update your position responsibilities and duties. If you see ways in which your position responsibilities are changing or will change in this next year, please list these changes.

Empty response area for the question above.

Leader's Response to Staff Member Overall Performance

Empty response area for the question above.

Staff Member Signature *Date*

Leader's Signature *Date*