

MAJOR PASTORAL REVIEW

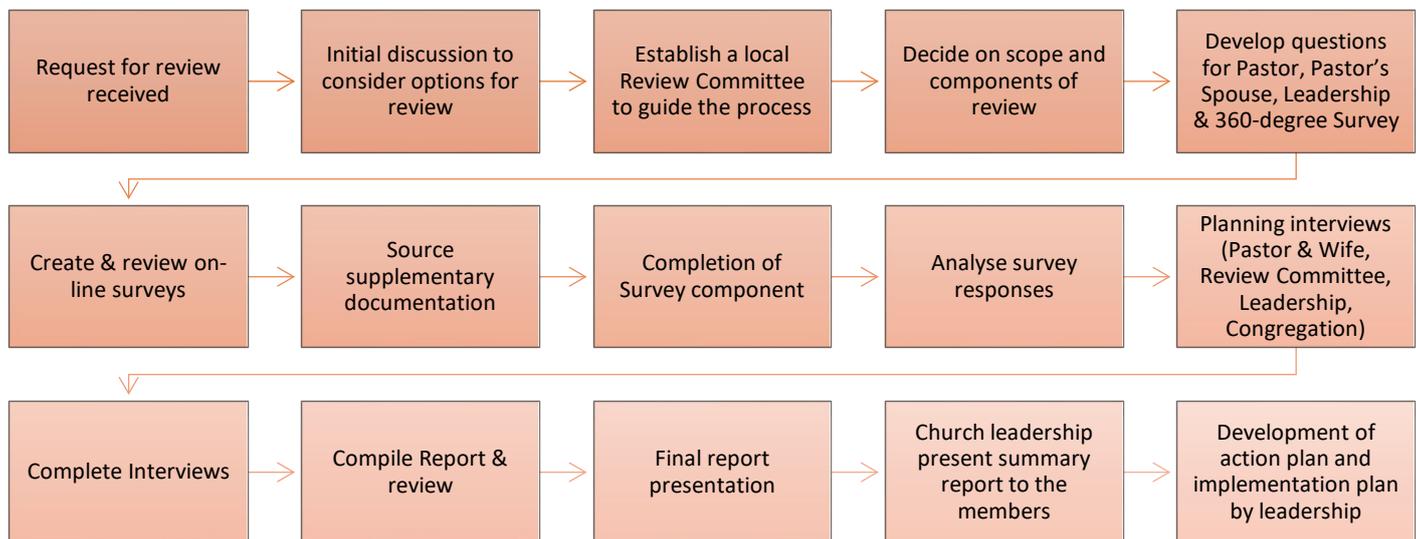
WHAT COULD AN EXTERNAL REVIEW LOOK LIKE?



Thankyou for your request for QB to come and assist you conduct a Major Pastoral Review of your pastor. A major review can be daunting for both pastor and church leadership and so we have prepared this information sheet to give you some insight into what a review might entail and what sort of information you might receive from such a review.

If this raises any further questions or you are keen to move forward with an external review facilitated by QB, please contact the Director of Pastoral Services directly (registration@qb.org.au or Ph. 3354 5600).

Typical Review process



Typical components of a review

An external review typically involves a team of 2 reviewers who negotiate the process and are involved in both review and reporting stages.

Pastoral Reviews will typically comprise of

- 1) A document review
- 2) Analysis of Survey responses from some or all of the following
 - a. The Pastor
 - b. The Pastor's Spouse
 - c. Leadership teams
 - d. Attendees (360 degree survey)

Survey questions can be customised to the local context and result in quantitative and qualitative feedback.

- 3) Face to face interviews with some or all of the following
 - a. The Pastor & Spouse
 - b. The Review Committee
 - c. Leadership team(s)
 - d. Attendee Focus Groups (if required)

- 4) For reviewers to attend a Sunday service at which the Pastor under review has a key role.

These data sources will be analysed to identify key themes which will then feature as observations and recommendations in the final report

Parts of the Final Report

Typically a final report will include the following

- 1 Introduction
 - 1.1 Objectives of The Senior Pastoral Review
 - 1.2 Context
 - 1.3 Church Vision and Mission
 - 1.4 Review Process
- 2 Observations
 - 2.1 Summary results from 360-degree congregational survey
(Observations, affirmations, strengths and growth areas)
 - 2.2 Summary results from leadership survey & interviews
(Observations, affirmations, strengths and growth areas, opportunities and hindrances)
 - 2.3 Summary results from Pastor & spouse survey & Interviews
(Observations, affirmations, strengths and growth areas, opportunities and hindrances)
- 3 Comments and recommendations
- 4 Implementation & Suggested Timeline

An example of what a typical final report looks is provided with this information sheet. The exact components of the report will vary depending on the agreed upon elements of the review.

While it is always preferable to present the report face to face, in some instances, this is conducted via zoom.

Typical Timing for reviews.

While much depends on the availability of reviewers and the flexibility of the church calendar, typically a review will take of the order of 3 to 4 months from initial request to presentation of the report.

Within this period, we would suggest that we allow a period of 3 weeks for congregation members and leaders to complete the surveys.

The reviewers would typically seek to complete the face to face interviews preferably across a weekend where attendance at a typical service can also be accommodated.

Next Steps.

- 1) Get a copy of the document "Conducting a Review of a QB Pastor" from the QB website or the Director of Pastoral Services (registration@qb.org.au or Ph. 3354 5600).
- 2) Decide with your leadership team about what sort of review is appropriate (Mini, Annual, Major)
- 3) Decide with your leadership team if you are able to facilitate this review inhouse or whether you would like external support to complete the review.
- 4) If inhouse, use the resources provided to complete the review.
- 5) If external, contact the Director of Pastoral Services at QB to discuss your request
- 6) Complete an "Initial Information" sheet and return to QB.
- 7) Begin the process of planning your review.