**IME ANNUAL REVIEW PRE-PRIESTING**

**Personal Details**

|  |  |
| --- | --- |
| **Name of Curate** |  |
| **Ministry Offered** | Assistant Clergy /Potential Incumbent |
| **Other Categories of Ministry** | Stipendiary / Non-Stipendiary /  Minister in Secular Employment/ Ordained Pioneer Minister |
| **Name of Training Incumbent** |  |
| **Parish/Curacy setting** |  |
| **Number of Hours per week spent in Parish (if not full time)** |  |
| **Date of Review Meeting** |  |

**Training Incumbent,** please complete the review form [Parts 2 and 3] prior to meeting with your Assistant Curate to discuss its contents. Part 1 will be completed by your Assistant Curate and sent to you before the review meeting in which you will discuss progress and development needs.

You may wish to draft Parts 2 and 3 after receiving Part 1, particularly in respect of how you intend to develop the areas identified by your Assistant Curate. Parts 2 and 3 should be completed in the light of your review meeting.

**Please return a signed copy of the Annual Review [Parts 1, 2 and 3] to the Bishop of Swindon by the date specified in the covering email. This may be a hard copy or, preferably, a digitally signed electronic copy by email.**

PART 2 **Training Incumbent’s Comments**

Evaluate your colleagues’ learning for the past year, please evidence this in terms of understanding, skills and character. Bullet points will suffice but clarify as necessary with short explanatory sentences. (Please no more than 200 words per quality.)

**Understanding:** related to your ordained ministry

**Skills:** related to your practical ministry

**Character:** related to your inherent qualities of mind and personality

Guidance and full learning outcomes can be found online [here](https://www.churchofengland.org/sites/default/files/2021-11/ime-1-priest-qualities-and-evidence-from-autumn-2022.pdf)

**What has given you most joy, and what has been life-giving?**

**1. LOVE FOR GOD**

* Evidence of understanding, skills and character
* How do you intend to help further develop this formation quality for your colleague during the next year?

**2. CALL TO MINISTRY**

* Evidence of understanding, skills and character
* How do you intend to help further develop this formation quality for your colleague during the next year?

**3. LOVE FOR PEOPLE**

* Evidence of understanding, skills and character
* How do you intend to help further develop this formation quality for your colleague during the next year?

**4. WISDOM**

* Evidence of understanding, skills and character
* How do you intend to help further develop this formation quality for your colleague during the next year?

**5. FRUITFULNESS**

* Evidence of understanding, skills and character
* How do you intend to help further develop this formation quality for your colleague during the next year?

**6. POTENTIAL**

* Evidence of understanding, skills and character
* How do you intend to help further develop this formation quality for your colleague during the next year?

**7. TRUSTWORTHINESS**

* Evidence of understanding, skills and character
* How do you intend to help further develop this formation quality for your colleague during the next year?

PART 3 **To be completed by the Training Incumbent only**

These should be shared and discussed with your colleague before submission to the Sponsoring Bishop. If your colleague disagrees with these comments they may state these below. Assistant Curate and Training Incumbent should sign the form to indicate this conversation has taken place.

**1. Do you believe your colleague is sufficiently prepared and ready to be ordained priest this summer?**

[NOT READY / UNSURE / YES / YES DEFINITELY*]*

**2. Are there any areas of character or development which need to be addressed before your colleague can be ordained priest? Please give details.**

**3. Is there anything else about your colleague or their circumstances that the Bishop needs to be made aware of before meeting with them? Please give details.**

Signed by Assistant Curate Date

Signed by Training Incumbent Date

Curate Comment if required (continue overleaf if necessary):