



A BRIEF GUIDE TO MINISTRY DEVELOPMENT PLANS

- The personal Ministry Development Plan concept was introduced in 2004 as part of the annual Archbishop's Ministry Chaplains interviews.
- In brief, the candidate approaches his/her interview with the Ministry Chaplains prepared to present, discuss and seek confirmation regarding their personal training objectives and goals for the subsequent year. Feedback and direction are provided by the panel.
- This approach seeks to serve the candidate in their training by:
 - i. Promoting self-awareness and self-responsibility;
 - ii. Encouraging strategic thinking and intentionality;
 - iii. Developing training relationships with supervising ministers and Faculty/Ministry Chaplains;
 - iv. Assisting the Diocese in ascertaining the training needs/desires of its candidates and the identification of specific ministry potential.
- Using the template that will be sent to them, candidates are required to outline several key objectives under each specified life/ministry area.
- An **objective** is a broad area that a candidate is seeking to develop. For example, under the specified life/ministry area of "Personal/Family", an objective might be:

To nurture my relationship with my wife and children.
- A candidate is then required to specify appropriate goals under each objective. A **goal** facilitates the achievement of a stated objective. For example, using the above example, two possible goals are:

1. *To read a Bible passage with my family each day after dinner and before the evening's programme.*

2. *To take each Saturday off from work/study to spend with family.*

- Goals ought to be **SMART**:

Specific
Measurable
Attractive
Realistic
Time-Framed

- It would be reasonable to present a personal Ministry Development Plan of 2 pages in length with objectives and goals under each of the specified life / ministry areas. You are encouraged to provide reasons for your particular objectives where these seem necessary.
- You will need to bring six (6) copies of their Plan for the purposes of presentation at their interview – 1 for each of the (usually) 5 member panel and 1 for yourself.
- You will have about 10 minutes to present an overview or the highlights of your Plan. This will set the direction of the interview time. Members of the panel will interact with your thoughts and seek to help you refine and sharpen your ministry objectives and goals.
- **You are also encouraged to share your plan with your Ministry Chaplain (if possible) before the panel interview for discussion and feedback. It is also desirable that you share your plan with the minister who will be supervising you in the year ahead.**
- If you require assistance with your plan it is best to consult your Ministry Chaplain.

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