

Assessment Tools

Reflection and discussion stimulate the learning process. Many churches have used various tools to help people assess their motivations, desires, talents, and gifts so they can be more effective stewards of the abilities God has entrusted to them.

Getting Your Gifts in Gear includes:

1. **The Enjoy Sheet**—This check list helps people reflect on formal and informal ministry activities they have enjoyed and on those they haven't enjoyed. This will give them some indication of the types of activities they gravitate toward.
2. **Past Ministry Involvement**—This tool stimulates reflection on experience, not just potential. Encourage people to think of both formal and informal service.
3. **If You Could Create Your Own Ministry**—People need to creatively reflect on how their gifts could be used if there were no barriers. Some people are very conservative, and they may have problems thinking this broadly. Others may think so creatively that they have little sense of application. This tool is designed to expand our horizons and to encourage us to dream. Practical application can come later in discussions with the class, group, or mentor.
4. **Performance Style Questionnaire**— This tool helps people see how they work as a part of a team. They can reflect on past experience as well as the kind of role they will play on future ministry teams. This questionnaire also gives insights into how people relate to spouses, children, and all other relationships.
5. **Gifts/Ministries Interest Guide**— We need to reflect on the options for service available to us. This tool helps us see some possible roles we can play in light of our experience, gifts, motivation, and desires.
6. **Spiritual Gifts inventory**—The *Heights Survey* was selected as an assessment tool because it includes statements about both experience and motivation. As people complete this assessment tool, they can see if their desire to participate in a particular ministry activity is similar to their experience. Those who are new believers or older Christians who do not have much ministry experience may show a wide range between their desires and experience.

Enjoy Sheet

Name: _____

1. Put a check (✓) beside those activities which you enjoy doing.
2. Put an (X) by those activities that you would enjoy trying.
3. Put a circle (O) by those activities which you would not enjoy at all!

<input type="checkbox"/> Singing in the choir <input type="checkbox"/> Singing solos <input type="checkbox"/> Singing in duets, etc. <input type="checkbox"/> Playing an instrument (name instrument) _____ <input type="checkbox"/> Ushering <input type="checkbox"/> prefer working with... __boys __girls <input type="checkbox"/> Helping with the radio, TV or recording ministry <input type="checkbox"/> Assisting in transportation <input type="checkbox"/> Assisting with sports program <input type="checkbox"/> Helping with art layout and design <input type="checkbox"/> Using my skill for work at church when needed as a ... __carpenter __painter __plumber __electrician __mechanic __secretary __Other _____ <input type="checkbox"/> Church greeter, official, or spontaneous <input type="checkbox"/> Open my home for: __Bible study __Youth activities __Social functions __Overnight(s) for visiting speakers/ music groups, etc. __Other: _____ <input type="checkbox"/> Visit shut-ins <input type="checkbox"/> Visit sick in hospitals <input type="checkbox"/> Visit those in prison <input type="checkbox"/> Work in a rescue mission	<input type="checkbox"/> Use my voice or musical instrument in above work <input type="checkbox"/> Other _____ <input type="checkbox"/> Cleaning <input type="checkbox"/> Cooking or serving food <input type="checkbox"/> Decorating for special occasions <input type="checkbox"/> Helping in work projects <input type="checkbox"/> Typing letters, etc. <input type="checkbox"/> Assisting in office work <input type="checkbox"/> Helping in areas such as __library __nursery __children's church __VBS __baby-sitting __other _____ <input type="checkbox"/> Teaching a craft <input type="checkbox"/> Sewing <input type="checkbox"/> Planning bulletin board publicity <input type="checkbox"/> Helping maintain church vehicles <input type="checkbox"/> Helping maintain church grounds <input type="checkbox"/> Other _____ <input type="checkbox"/> Care for adopted or foster children <input type="checkbox"/> Developing deep relationships at home with guests <input type="checkbox"/> Temporary refuge for deeply troubled persons <input type="checkbox"/> Host and witness to live-in, internl' students <input type="checkbox"/> Other: _____	<input type="checkbox"/> Give nursing care <input type="checkbox"/> Work with unwed mothers <input type="checkbox"/> Comforting the undeserving <input type="checkbox"/> Social worker <input type="checkbox"/> Deacon/deaconess <input type="checkbox"/> Work with handicapped <input type="checkbox"/> Other _____ <input type="checkbox"/> Missions committee member <input type="checkbox"/> Campus Crusade worker Professional or technician in another country (also to witness) <input type="checkbox"/> Other _____ <input type="checkbox"/> Sunday School/Bible teacher <input type="checkbox"/> Teaching elder <input type="checkbox"/> Youth fellowship Bible teacher <input type="checkbox"/> Intersivity Bible study leader <input type="checkbox"/> Other _____ <input type="checkbox"/> Evangelistic visitation <input type="checkbox"/> Regularly sharing my faith (witnessing) <input type="checkbox"/> Child Evangelism summer missionary <input type="checkbox"/> Traveling, college-age evangelism team <input type="checkbox"/> Congregational preacher Radio/TV preacher or Bible teacher <input type="checkbox"/> Traveling evangelist	<input type="checkbox"/> Other _____ <input type="checkbox"/> Elder or deacon/deaconess <input type="checkbox"/> Sunday School teacher Children's club worker Singles or "singles again" pastor <input type="checkbox"/> Discipleship pastor <input type="checkbox"/> Other _____ <input type="checkbox"/> Short or long term missionary <input type="checkbox"/> Inner city evangelism <input type="checkbox"/> Bible translator <input type="checkbox"/> Other _____ <input type="checkbox"/> Home Bible study facilitator Camp counselor <input type="checkbox"/> Pastor or associate <input type="checkbox"/> Other _____ <input type="checkbox"/> Evangelism committee member <input type="checkbox"/> Leader for evangelistic meetings (e.g. film showings) <input type="checkbox"/> "Good News Club" leader <input type="checkbox"/> Other _____ <input type="checkbox"/> Large Bible class teacher <input type="checkbox"/> Bible conference speaker <input type="checkbox"/> Other _____ <input type="checkbox"/> Home group leader for in-depth sharing and ministry to one another <input type="checkbox"/> Youth pastor <input type="checkbox"/> Senior pastor or other pastor to families <input type="checkbox"/> Other _____
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What activities have you enjoyed the most? ... the least?
What conclusions can you draw from completing this exercise?

Past Ministry Involvement

Name: _____

With what ministries or service areas have you been involved within our church or another church in the past three years? (If more than four, list only the top four) Rate each one by circling the most appropriate number.

1. **MINISTRY:** _____

I did not enjoy it I enjoyed it

1 2 3 4 5

Why or why not?

2. **MINISTRY:** _____

I did not enjoy it I enjoyed it

1 2 3 4 5

Why or why not?

3. **MINISTRY:** _____

I did not enjoy it I enjoyed it

1 2 3 4 5

Why or why not?

4. **MINISTRY:** _____

I did not enjoy it I enjoyed it

1 2 3 4 5

Why or why not?

If You Could Create Your Own Ministry

Name: _____

The purpose of this exercise is to get your creative input on what new ministries our church could or should create to meet the needs of either Christians or non-Christians. Money is not an object! Please help us with your own creative thoughts.

- 1. If I were to create a new ministry or group, it would be**
- 2. The reason I believe that this ministry or group is needed is because**
- 3. How many people would need to be involved in this project, and what roles would they be in?**
- 4. If I were to play a part in this ministry, my role would be**
- 5. If I were to suggest to the leadership of our church one thing that would enhance our body's ministry, it would be (if different than above)**
- 6. What existing ministries in the church could provide resources for these ideas?**
- 7. Does the idea of creating your own ministry encourage you? . . . Depress you? . . . Confuse you? Explain**

Performance Style Questionnaire

Name: _____

INSTRUCTIONS: Put a (4) beside the choice that is most like you. Put a (3) beside the next most like you, (2) next and (1) beside the least likely response you would make. Remember: this is about who you ARE, not who you want to be or think you should be.

- 1. I feel best about myself when I have:**
 - _____ a. seen the bright side of the situation
 - _____ b. really taken charge and gotten something done
 - _____ c. managed to stay out of a tempting situation that was not my job
 - _____ d. been able to really "belong" to the group
- 2. When I meet a person I usually:**
 - _____ a. try to appreciate something about him/her in good taste
 - _____ b. appeared self-assured and strong
 - _____ c. am proper and dignified in our relationship
 - _____ d. am happy, open and supportive in our relationship
- 3. When others describe me, they might say:**
 - _____ a. a tremendous encourager
 - _____ b. a smart person who knows where he/she is going
 - _____ c. a little distant and hard to move
 - _____ d. easy to get along with but hard to pin down on issues
- 4. Other persons are more likely to do what I want if I:**
 - _____ a. don't push but remind them of the highest goals and possibilities
 - _____ b. encourage them to agree with me by being dynamic
 - _____ c. explain the reasons for doing something so they understand
 - _____ d. make them feel at ease and comfortable
- 5. The main feeling others have about working with me is:**
 - _____ a. worthy and supportive
 - _____ b. enthusiastic about joining in and providing guidance
 - _____ c. that I will be fair and caring
 - _____ d. that it is fun to be around me
- 6. If I were a disciple of Jesus, I would probably be:**
 - _____ a. like Andrew: supporting others who come to Christ
 - _____ b. like Peter: ready to push forward and take risks
 - _____ c. like Philip: careful and considerate of all the facts
 - _____ d. like John: majoring in encouraging mutual love and respect
- 7. If I were going to have a motto, it would be:**
 - _____ a. do your best and others will notice and follow
 - _____ b. if it is the right thing to do, do it, whatever the cost
 - _____ c. don't forget to be faithful to those who have gone before
 - _____ d. be a friend and others will believe in you
- 8. If there is a disagreement or conflict, I would:**
 - _____ a. recognize my part in the conflict and apologize
 - _____ b. hold out for what I believe to be the right decision
 - _____ c. offer my perspective on the important details, being factual
 - _____ d. realize the group is more important than the issue: unify!

To total: add up all numbers in each category (a, b, c, and d), and enter totals:

a. _____ b. _____ c. _____ d. _____ (see next page for interpretation of these scores)

Performance Style and Spiritual Gifts (continued)

Instructions: Match the letters from the previous page with those on this page, and select the two highest scores/matching styles as your primary and secondary performance style. Read through the information on your style(s), and underline comments, spiritual gifts, and liabilities that you believe fit you.

PERFORMANCE STYLES	POTENTIAL SPIRITUAL GIFTS	POTENTIAL LIABILITIES
a. LET ME HELP YOU: defers to others freely, does not have to take charge, and wants to serve others. Leads from ALONGSIDE generally.	*pastoring *helps *service	*not directive enough at times *can be too nice: no clear answers emerge!
		<i>This person needs others who will:</i>
b. LET'S GO: in charge, a pioneer, always moving the group ahead with new visions and new insights. Leads most effectively from the FRONT.	*leadership *exhortation *faith	*may not listen well *challenges others *challenges others without all the facts
		<i>This person needs others who will:</i>
c. LET'S BE CAREFUL: insist on in-depth, detail work, must consider all the facts. Leads best from ALONGSIDE or FRONT.	*administration *knowledge *teaching	*often critical of others ideas (to protect own!) *stays too close to outline (too rigid)
		<i>This person needs others who will:</i>
d. LET'S STAY TOGETHER: team-oriented. Tries to draw the group together and help it stay that way. Leads best from ALONGSIDE or FRONT.	*pastoring *exhortation *wisdom	*fearful of making decisions for the group (leading) *too careful of being firm or rigid
		<i>This person needs others who will:</i>

*Adapted from "Leadership Style Questionnaire," Fuller Evangelistic Association, 1981.

Gifts/Ministries Interest Guide

Name: _____

Please list five ministries from the "Ministries and Corresponding Spiritual Gifts" (Parts 1 and 2) in the Appendix which may interest you in light of your spiritual gifts discovery process and previous positive ministry experience. In the space next to "spiritual gift(s)," write down one, two, or three gifts you scored the highest on that corresponds to that ministry.

Ministry: _____ Spiritual Gift(s): _____

Why the interest? _____

Ministry: _____ **Spiritual Gift(s):** _____

Why the interest? _____

Ministry: _____ **Spiritual Gift(s):** _____

Why the interest? _____

Ministry: _____ **Spiritual Gift(s):** _____

Why the interest? _____

Ministry: _____ **Spiritual Gift(s):** _____

Why the interest? _____

