

**THE NINTH WEEK EVALUATION | LAY TEACHING COMMITTEE | PERKINS
INTERN PROGRAM
A G E N D A**

Opening Prayer

Part One: Learning Covenant Competencies

The Chairperson invites each committee member to complete the sentences below out loud and direct their words to the intern, using their pre-prepared notes. The Chairperson takes notes.

1. My observations of your progress in attaining the Learning Covenant's goals and tasks are these first few weeks are....
2. I observe that you received feedback on your learning goals in the following ways...
3. As you have fulfilled your Learning Covenant responsibilities, I have observed that you have strengths in the following abilities and skills...
4. The skills that I recommend you continue to improve are

The Chairperson verbally summarizes the feedback given in this section and adjusts it until consensus is achieved.

Part Two: Personhood and Character

The Chairperson invites each committee member to complete the sentences below out loud and direct their words to the intern, using their pre-prepared notes. The Chairperson takes notes.

1. Based on my observations, I want to affirm the following gifts and personal qualities....
2. Your relationship with the staff, laity and/or program participants is best described as....
3. I would describe your communication style as

The Chairperson verbally summarizes the feedback given in this section and adjusts it until consensus is achieved.

Part Three: Sending Forth

The Chairperson invites each committee member to complete the sentences below out loud and direct their words to the intern, using their pre-prepared notes. The Chairperson takes notes.

1. My greatest hope for you as you move forward on Internship is

The Chairperson verbally summarizes the feedback of all three parts to the committee and adjusts it until it consensus is achieved.

Closing Prayer

At the end of the meeting, the committee chairperson will write up the summary statements for each section and email these to the Faculty and the intern using **The Ninth Week Evaluation Form**.