**Focal Ministry: Review Form**

On completion, signed copies should be retained by both the Focal Minister and the Oversight Minister.

A copy of the each years review form should be sent to the Focal Ministry Team at focalministry@sheffield.anglican.org

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| Name of Focal Minister |  |
| Name of Oversight Minister |  |
| Parish / Mission Area |  |
| Date of Authorisation |  |
| Date of Review |  |
| Type of Review (please tick) | [ ]  First year | [ ]  Second year | [ ]  Third Year |
| Area of responsibility |  |

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| Highlights of your ministry over the past year? |  |
| Any difficulties you have encountered in your ministry this year and what have you learnt from them? |  |

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| What ministry learning have you engaged in over the year? |  |
| What ministry development do you require?(please make a note of any resources or training you need) |  |

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| How confident do you feel about your ministry?(please tick your answer) | **1**[ ]  | **2**[ ]  | **3**[ ]  | **4**[ ]  | **5**[ ]  | **6**[ ]  | **7**[ ]  |
| Not confident |  | Very confident |
| Comments: |
| How well equipped do you feel to carry out your ministry?(please tick your answer) | **1**[ ]  | **2**[ ]  | **3**[ ]  | **4**[ ]  | **5**[ ]  | **6**[ ]  | **7**[ ]  |
| Not resourced |  | Very well resourced |
| Comments: |

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| How many new people have become engaged in local ministry during the year, in your parish? | (This can sometimes be hard to count, if this is the case please give a rough estimation) |

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| Is your DBS up to date? | [ ]  Yes  | [ ]  No | Date: |
| Is your safeguarding training up to date? If no, what needs renewing? (this needs renewing every three years) | Basic | [ ]  Yes | [ ]  No | Date: |
| Foundation | [ ]  Yes | [ ]  No | Date: |
| Leadership | [ ]  Yes | [ ]  No | Date: |

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| Note of any changes to Ministry Agreement |  |
| Actions following review |  |

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| Signed(Focal Minister) |  | Date |  |
| Signed(Oversight Minister) |  | Date |  |