

Open Bible Churches

Governing Board Member Review Guide

Form B-2

The following assessment is designed to be self-administered by each governing board member, completed by the lead pastor for each board member, and discussed in a private meeting led by the lead pastor. The purpose of a governing board member review is to identify and affirm the board member's leadership effectiveness, identify areas for growth, and collaborate on a plan for continued leadership development. It provides opportunity for the pastor to lovingly and prayerfully partner with the board member in the spirit of Ephesians 4:12-16 (NIV):

...to prepare God's people for works of service, so that the body of Christ may be built up until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ. Then we will no longer be infants, tossed back and forth by the waves, and blown here and there by every wind of teaching and by the cunning and craftiness of men in their deceitful scheming. Instead, speaking the truth in love, we will in all things grow up into him who is the Head, that is, Christ. From him the whole body, joined and held together by every supporting ligament, grows and builds itself up in love, as each part does its work.

The Board's Responsibility

Effective use of this pastor review guide is founded upon a premise that the lead pastor and members of the governing board are committed and accountable to the priority of servant leadership and have yielded personal agendas for the greater cause of Jesus Christ. Prayerfully submit this review to the Lord, determining that He will be glorified in every way through what is said and how. Variations that this review may reveal between lead pastor and governing board member provide an opportunity to glorify the Lord by helping one another in a scriptural manner: "As iron sharpens iron, a friend sharpens a friend" Proverbs 27:17 (NLT). Members of the governing board must be introspectively open to review by and discussion of their leadership effectiveness with the lead pastor.

What to do with the Results

The governing board member review shall be conducted confidentially between the lead pastor and individual board members. Should this review reveal major conflict or irresolvable differences in evaluations and interpretations between the lead pastor and a board member, it may be necessary for the board member to either resign or not be available for reappointment or re-election.

This Guide

The following guide is a tool to assess core leadership competencies of members of the church governing board. It is not intended to be exhaustive, covering every gift, talent, and skill of a board member. Rather, certain key, leadership competencies are identified for analysis and discussion of strengths, weaknesses, and opportunities for growth. **Please use Adobe Acrobat for the form to work properly.** ([download here](#)). Or you can download, print, and complete the form manually.





Open Bible Churches Church Board Member Review Guide Form B-1

Date:
Board Member:

Review Period – from: _____ to: _____

A Review of Effective Service Factors:

1. QUANTITY OF WORK

Evaluate the volume of work accomplished in relation to responsibilities, regardless of quality.

Unsatisfactory		Needs Improvement		COMPETENT		Above Requirements		Distinguished	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. QUALITY OF WORK

Evaluate performance in meeting responsibilities for accuracy, good judgment, and neatness.

Unsatisfactory		Needs Improvement		COMPETENT		Above Requirements		Distinguished	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. KNOWLEDGE AND TECHNICAL ABILITY

Evaluate whether the person possesses the necessary skills and knowledge for fulfilling the responsibility.

Unsatisfactory		Needs Improvement		COMPETENT		Above Requirements		Distinguished	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. CREATIVITY AND INITIATIVE

Evaluate effectiveness in overcoming difficult situations and initiating new ideas and constructive changes.

Unsatisfactory		Needs Improvement		COMPETENT	Above Requirements		Distinguished	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. LEARNING ABILITY

Evaluate ability to learn new methods and concepts, to apply new knowledge, and to retain information.

Unsatisfactory		Needs Improvement		COMPETENT	Above Requirements		Distinguished	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. DEPENDABILITY

Evaluate whether person can be consistently depended on to fulfill responsibilities that are within the limits of his or her gifts, abilities, and training.

Unsatisfactory		Needs Improvement		COMPETENT	Above Requirements		Distinguished	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. COOPERATION

Evaluate ability to work efficiently with others; also evaluate general attitude toward the church, other members of the board, and the pastor.

Unsatisfactory		Needs Improvement		COMPETENT	Above Requirements		Distinguished	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Summary:

1. Strongest qualities:

2. Qualities most needing improvement:

3. Suggested future training and development:

4. Additional comments:

5. Summary of overall performance:

Reviewed by:

Date: