



Anglican Diocese of the Western Gulf Coast

DIACONAL INTERNSHIP: CORE COMPETENCIES

Intern: _____ Mentor: _____

	Competencies	Assessment	Initials	Date of Evaluation
1.0.0		LITURGICAL		
1.1.0		<i>Ministry of the Word</i>		
1.1.1	Leading prayer	Shows proper reverence; prays clearly, understandably, with proper delivery; demonstrates knowledge and understanding of the prayers		
1.1.2	Leading liturgy	As liturgist, shows proper reverence; understands the content and flow of the liturgical offices; demonstrates knowledge of the ACNA Texts for Common Prayer; provides appropriate leadership in the worship of the church		
1.1.3	Reading the Word	Shows proper reverence; understands the content and flow of the scripture readings; delivers the readings clearly, understandably, with proper delivery		

1.1.4	Preaching the Word	Sermons clearly based upon Scriptural authority; flow and content are clear, understandable, and well reasoned; main points are introduced, explained, and illustrated; concrete applications are given based upon the sermon texts		
1.2.0		<i>Ministry of the Sacraments</i>		
1.2.1	Assisting at the altar	Shows proper understanding of the flow of Holy Communion; demonstrates knowledge on the set up and take down of the altar, including vessels and paraments and the placement thereof, and vestments and the proper wear thereof; ably assists the priest as acolyte and lay eucharistic minister; is able to competently perform a simulated deacon's mass		
1.2.2	Performing baptisms	Shows proper understanding of the flow of the baptismal service; demonstrates knowledge of the proper set up of a baptismal service; is able to articulate the differences in administration and the liturgy of infant vs. adult baptisms; is able to competently perform a simulated infant and adult baptism		
1.2.3	Officiating at weddings	Shows proper understanding of the flow of a wedding service; demonstrates knowledge of the proper set up of a wedding service; is able to competently perform a simulated wedding service		

1.2.4	Minor sacrament or rite of anointing the sick	Proper understanding of the service of prayer and administration of oil; shows proper sympathy and compassion during this ceremony; is able to competently perform a simulated service of anointing the sick (or alternatively has ministered to the sick on three different occasions)		
2.0.0		PASTORAL MINISTRY		
2.1.0		<i>Leadership</i>		
2.1.1	Team building	Understands team dynamics; is able to discern strengths and challenges both of the team as a whole and of the individual members; is able to lead the team in accomplishing its goals; is able to contribute constructively as a team member not in a direct leadership role		
2.1.2	Decision making	Takes input from a variety of sources; demonstrates solid analytical skills; is able to make decisions in a timely fashion; is able to communicate decisions in a way which builds supports and which addresses concerns and challenges in an affirming manner; handles dissent with respect; humility and wisdom is evident when wrong decisions are made		
2.1.3	Group/team dynamics	Is able to keep groups or teams focused on mission; elicits contributions from all group members; serves in a variety of capacities, not just leadership roles; demonstrates good communication skills appropriate for group settings; fosters cooperation and a sense of community		

2.2.0		<i>Pastoral Care</i>		
2.2.1	One-on-one encouragement/ counseling/ mentoring	Demonstrates compassion and kindness; understands the difference between encouragement, counseling, and mentoring; is able to maintain boundaries; knows when to refer; knowledgeable of the resources available in the church and local community for meeting needs; shows excellent listening skills; directs others in making their own decisions		
2.2.2	Hospital visitation	Understands the dynamics of the healthcare setting; interacts with healthcare professionals in a professional and courteous manner; shows appropriate sensitivity for the privacy and dignity of all patients (not just the parishioner); demonstrates an appropriate bedside manner; interacts well with the family of the patient, caring for their needs as well as the patients		
2.2.3	Home visitation	Shows proper respect for and understanding of the family situation; demonstrates sensitivity for the privacy of the household; interacts well with all family members, not just the parishioner(s); acts in a friendly, compassionate manner		
2.2.4	Marriage counseling	Provides appropriate counseling prior to marriage; understand the Scriptural teachings regarding marriage; interacts well with both families in wedding preparation		

2.3.0		<i>Educational Ministry</i>		
2.3.1	Materials	Knows sources for age-appropriate curriculum; is able to match curriculum with educational objectives		
2.3.2	Organization	Organizes lesson material, developing appropriate course goals and objectives; lesson plans are well laid-out with a clear plan or progression of learning; student learning goals, objectives, and assessments are established and appropriate for the age-level and course purpose		
2.3.3	Delivery	Lessons are competently and confidently delivered; lessons materials are covered; “rabbit trails” are kept to a minimum; elicits and receives questions; questions are answered clearly and answers are pertinent; does not pretend to know everything		
3.0.0		SPIRITUAL FORMATION		
3.1.0		<i>Personal Spiritual Disciplines</i>		
3.1.1	Bible study	Engages in a regular, exegetical study of Scripture; systematically studies all types of Scripture, not staying in one particular genre; gains knowledge of Bible study methods and tools as well as content		

3.1.2	Daily devotional time	Spends time every day in private prayer and in the devotional reading of the Scriptures		
3.1.3	Retreats/ Sabbaths	Takes time regularly to rest—weekly sabbaths and periodic retreats to restore the body, the mind, and the spirit; understands the importance of rest		
3.1.4	Personal accountability	Has an accountability relationship with another Christian of the same gender; meets regularly with this partner; keeps partner informed of challenges; maintains short accounts—reconciles as soon as possible		
3.2.0		<i>Relationships</i>		
3.2.1	Family	Holds family as the highest priority, next only to God; spends regular time with the family in fun activities; demonstrates good communication skills with spouse and children; family is in good order		
3.2.2	Friendships	Develops close friendships; spends regular time with friends; is hospitable; demonstrates care and concern		

3.2.3	Neighbors	Reaches out to neighbors in caring and witness; deliberately tries to be a blessing to others; outreach extends beyond racial, social, religious, and other boundaries of comfort		
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Instructions:

1. The mentor will review the descriptions for each core competency
2. The mentor will write a brief evaluation for each competency using the following format—behavior observed, how or in what context observed, and outcomes. The mentor will then indicate strengths in the competency and areas in need of improvement. Please note that not all of the competencies have to be covered at the same time, so long as they are evaluated every two to three months.
3. The mentor will go over the evaluation with the student, explaining the rationale for all entries and answer any questions he/she may have. Once completed, the mentor and the student will initial each item. The date of the evaluation will be written in the appropriate column.
4. The evaluation should be conducted regularly over the course of the 6 to 12 month internship period. A copy of the evaluation will be kept by the mentor, a copy given to the student, and the original sent to the Credentialing Registrar:

*Diocese of the Western Gulf Coast
 HopePointe Anglican Church Campus
 3333 So. Panther Creek Dr.
 The Woodlands, TX 77381
 ATTN: Credentialing Registrar*

5. This internship process is to be completed prior to becoming a Candidate.