

# Annual Clergy Mentor Report to Board of Ordained Ministry

Due no later than January 8th

## Instructions:

Page one of this report is to be returned via email to the following individuals:

**Provisional Members:** Office of Ministerial Services: Lisa Steel - lisa.larson@iaumc.org or  
2301 Rittenhouse St., Des Moines, IA 50321

**Local Pastors:** Chairperson of District Committee of Ordained Ministry

Page two of this report is to be completed and a copy retained by the mentor and mentee.

## Confidentiality:

Confidentiality must be maintained and respected at all times. Mentoring is a non-evaluative process. Conference personnel and boards are aware of the confidential nature of mentoring. All parties are to take special care to avoid casual violation of this sacred trust which has the potential of undermining the individual and the covenantal relationships of the mentoring process.

Name of Mentee: \_\_\_\_\_ District: \_\_\_\_\_

Name of Mentor: \_\_\_\_\_ District: \_\_\_\_\_

Each mentor/mentee is to have a written mentoring covenant at the beginning of the relationship, this should be reviewed annually and changes made as needed.

Have you completed and signed a Mentoring Covenant? \_\_\_\_\_

Date when Covenant was first signed: \_\_\_\_\_

If applicable date when this Covenant was last reviewed: \_\_\_\_\_

Were any changes made? \_\_\_\_\_

Have you completed the Mentor/Mentee Covenant Report? \_\_\_\_\_

What topics have you agreed to discuss in your Mentoring Covenant?

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Mentees and mentors are required to meet at least six times during the Conference year. List the dates that you met. If you have met less than the required six time prior to January 31, then you must include scheduled dates you will meet before June 31.

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_ 4) \_\_\_\_\_ 5) \_\_\_\_\_ 6) \_\_\_\_\_

We the undersigned have entered into a covenantal relationship and have met for the purpose of mentoring under the guidelines of the 2016 *Book of Discipline* and the *Residency in Ministry Handbook* for the Iowa Annual Conference.

Mentee: \_\_\_\_\_ Date: \_\_\_\_\_

Mentor: \_\_\_\_\_ Date: \_\_\_\_\_

# Mentor/Mentee Covenant Report

Each year the mentee and clergy mentor are responsible for writing a report on the work they have done. This report is between the mentee and the mentor and gives both persons the opportunity to reflect on what has been discussed as well as future topics. It is the responsibility of the mentee to begin the process and then share it with the mentor. Discussion is to continue until there is a common agreement as to the contents. **This signed report is to be kept solely by the clergy mentor and the mentee.** This report is designed to assist mentors and mentees toward mutual accountability as set forth in the Mentor/Mentee Covenant.

Mentee: \_\_\_\_\_

Mentor: \_\_\_\_\_

We have reviewed our covenant together in which we agreed to discuss the following topics during the year of \_\_\_\_\_.

Discussion Topics:

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As the mentee in this relationship I believe I have gained/learned/grown in the following ways through my sharing with my mentor.

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I believe there is need for continued growth in the following areas of ministry.

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We the undersigned have entered into an annual covenantal relationship reflecting the above insights and have met for the purpose of mentoring under the guidelines of the 2016 Book of Discipline and the RIM Handbook of the Iowa Annual Conference.

Mentee: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Mentor: \_\_\_\_\_ Date Signed: \_\_\_\_\_