

Diocese of Lichfield
MDR- Peer assisted review

Guidelines for Ministers

**Please read before completing MDR forms**

The purpose of a Ministry Development Review (MDR) is to look back and reflect on what has happened since your last review, and informed by that, to look forward to, plan and develop a clearer vision for what lies ahead. In looking back, there is the opportunity to recognise and celebrate all there is to be thankful for as well as to acknowledge those things that have been challenging and for which we may have cause to lament. In looking forward, there is the opportunity to anticipate the changing demands of the role(s), to identify appropriate objectives and to consider areas for potential training and development.

MDR is undertaken in the context of the vision, mission and ministry of the Diocese. This vision is focused around the three priority areas of **discipleship, vocation and evangelism (DVE)** - following Christ in the footsteps of the first bishop of Lichfield, St Chad. It is therefore hoped that both reviewers and ministers will reflect on these key areas as part of the MDR process.

**Lichfield Diocese Vision Statement**

*As we follow Christ in the footsteps of St Chad, we pray that the two million people in our diocese encounter a church that is confident in the gospel, knows and loves its communities, and is excited to find God at work already in the world. We pray for a church that reflects the richness and variety of those communities and partners with others in seeking the common good, working for justice as people of hope.*

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In preparation, you are encouraged to read the Ordinal with care and prayer, to give space to reflect and to think both about your own expectations as well as the demands made upon you in your role(s).

The Peer assisted review consists of a process of preparation followed by a conversation with an MDR Reviewer and may be followed by a meeting with an MDA (Ministry Development Advisor).

## **Choosing a Reviewer**

## Details of Reviewers can be found on the Diocesan Website, together with all MDR paperwork. Please select three Reviewers, in order of preference, and notify the MDR administrator of your choices.

 The administrator will contact Reviewers to check their availability. You should then be contacted by a Reviewer to arrange a time to meet. Please allow two hours for this meeting. The review conversation will be held at the home of the Reviewer (or other agreed meeting place) and should not be at the Reviewee’s own place of work. **NB** ***Reviewees in parish ministry should not select Reviewers from their own Deanery.***

**Preparation**

In preparation for the meeting with your Reviewer, you will need to complete the paperwork listed below. This is an important part of the review process to help you in your own process of reflection and to clarify your thinking. Please use the paperwork in a way that is most useful; for some this might be including insights from a personal journal; for others talking with a colleague or Spiritual Companion before writing may be fruitful.

The paperwork provides useful background information for the reviewer. *Please send the paperwork two weeks before your meeting to give your reviewer time to read them.*

There are three parts to the peer review paperwork.

* Preparation paper
* Summary (some of this will be completed with or following conversation with your Reviewer. As it is a summary, some parts may be cut and pasted from the preparation paper).
* Your 180 degree questionnaire *(see Introducing the 180 degree Review Questionnaire)*

In addition, you should give 180 degree questionnaires to 4-6 respondents

(Critical Friends) of your choice, together with *Introducing the 180 degree Review Questionnaire*. Please advise them that their responses will remain confidential, so should be sent directly to your Reviewer and you will provide contact details for them to do so.

All clergy on Common Tenure in the Lichfield Diocese should undertake peer assisted MDR every two years. In addition, every 4/5 years (in a year when you are not doing a peer assisted review), you will be invited by the Bishop for a conversation about your ministry and discipleship **(ABC)**. The **ABC** will be conducted by the Bishop or the Archdeacon.

For matters concerning the administration of the MDR scheme, please contact: **MDR Administrator Jane Instone** jane.instone@lichfield.anglican.org