

Stage 3: DML872/994 – IRB Application Sample

Nyack College and Seminary

Human Participants in Research

Request for Institutional Review Board Approval

INSTRUCTIONS:

1. Please answer all questions in the space beneath them.
2. Submit to the IRB: (1) Application (2) Informed consent (template on our website) and Participant's Rights form; (3) append Assent for minors, interview scripts, measurements/tools and/or recruitment materials and permission letters as appropriate; (4) If required by your program completed chapters 1 and 3 or equivalent. (Introduction and Method)
3. Human Participants Protections Training Requirement -- All applicants must provide a certificate of training or training verification from the appropriate school.
4. Deliver application to Shuman Hall, Room 205. (bonita.damil@nyack.edu)

SECTION I: INVESTIGATOR:

Check one: Student Faculty Staff Other _____

Principal Investigator's Name: (Last) Smith (First) Joel

School: Alliance Theological Seminary Program: Doctor of Ministry

(Students: Faculty Advisor Name): Dr. Frank Chan

Student Contact Information for IRB responses

Address: 1149 Dry Powder Circle, Mechanicsburg, PA 17050

Telephone #s: Home: (717) 514-3805 Cell: (717) 514-3805

E-mail: joel.smith@daybreakweb.com

SECTION II: PROJECT/STUDY INFORMATION

Title: "Measuring the Effects of Personal Coaching on the Implementation of a Journey Plan for Personal Spiritual Growth at Daybreak Church"

Anticipated Start & End Dates for Research: 04/15/15 - 09/15/15

Please note: No work with subjects may begin prior to approval by the IRB

SECTION III: PARTICIPANT POPULATION

Indicate the specific participant population(s) that will be involved in the research project.

- Adults (competent to consent)
- Adults (not competent to consent)
- Minors (under 18 years old)
- Prisoners
- Pregnant Women
- Developmentally Disabled – if so please specify the specific population _____
- Non-English speaking

SECTION IV: FUNDED PROJECTS

Has this project been submitted for external funding? Yes No -- If yes, complete below:

What kind of funding will this project receive? None Grant/Contract Fellowship

Principal Investigator on Project: _____ Ext. _____

Funding source: _____ TC Index # if applicable: _____

Project Title: _____

Are the contents of this protocol identical to those described in the funded proposal application? Yes No

SECTION V: REQUEST FOR PROTOCOL REVIEW

Please see the **attached** Review Categories page and indicate the type of review you are requesting: Exempt, Expedited or Standard. If you select either **Exempt** or **Expedited**, circle the number of the review category that best fits your research. **Final decisions about the appropriate level of review rest with the IRB.**

X I am requesting an **EXEMPT REVIEW** under category: 1 2 3 4 5 6

____ I am requesting an **EXPEDITED REVIEW** under category: 4 5 6 7 8 9

____ I am requesting a **FULL COMMITTEE REVIEW** because my research does not precisely apply to any of the categories specified in the EXEMPT or EXPEDITED review categories.

SECTION VI: SIGNATURES

INVESTIGATOR: I accept responsibility for the research protocol described herein. I am aware of all the procedures to be followed & I will monitor the research & notify the IRB of any CHANGES or significant problems. Further, I certify that I have undergone training in basic human participants protections.

Principal Investigator's Signature: Joel A. Smith Date: 03/09/2015

I have completed the required training in Human participants research: X on-line (certificate attached) ___workshop ___other

Verification Signature: Joel Smith Position: _____

Proof of completion must be attached to application or signature above by trainer.

FACULTY ADVISOR (Required for student research): I accept responsibility for the research protocol described herein by the student/investigator working under my direction. I further attest that I am aware of all procedures to be followed, will monitor research & will notify the IRB of any CHANGES or significant problems. I certify that I have undergone training in basic human participants protections.

Faculty Advisor's Signature: _____ Eldon Frye _____ Date: _____/_____/_____

Print Faculty Advisor's Name: _____

DEPARTMENT CHAIR or PROGRAM DIRECTOR (Required for all research): I have reviewed the research protocol described herein and am aware of the procedures to be followed.

Signature: _____ Frank Chan _____ Date: _____/_____/_____

Print Name: _____

SECTION VII: ADDITIONAL INVESTIGATORS AND KEY PERSONNEL

Fill out this section if additional investigators or research assistants will work on this project. Attach additional pages if necessary.

1. ADDITIONAL INVESTIGATOR Check one:

Student Faculty Staff Other _____

Name: (Last) _____ (First) _____

Department: _____

Telephone#: _____ E-mail: _____

Signature _____ Date: _____/_____/_____

By signing above, I certify that I have undergone training in basic human subjects protections and will conduct my work on this project according to established ethical principals and the protocol contained in this application.

Add additional investigators as needed below.

SECTION VIII: Protocol Description

Please answer each question in the space below it

Participants

1. Who will your potential participants be? Please check the participant population(s) that will be involved in the research project:

Adults (competent to consent) Adults (not competent to consent)
 Minors (under 18 years old) Prisoners Pregnant Women
 Developmentally Disabled Non-English speaking

2. Please describe their anticipated age range, gender, race/ethnicity (if applicable) and/or any important characteristics.

Participants will be graduates of the Daybreak Church Journey Course, Mechanicsburg, PA. Participants will be 18 years or older. The goal is to have 60 total participants.

3. Please describe the purpose of your research. Provide relevant background information and scientific justification for your study. You may provide citations as necessary.

The study is intended to understand the effect that intentional coaching has on the implementation of a Journey Plan (see attachment) for spiritual growth (rule of life) over a six month period by using a Treatment and Effects approach that utilizes a control group and a treatment group. Two groups will be used for the study, both groups will have completed the Journey Course and developed a Journey Plan. The first group will be the control group, who will be surveyed both pre- and post-test but receive no coaching during the six month period. The second group will be the experimental group, who will be surveyed both pre- and post-test and in addition will receive six months of coaching by a trained coach who is also a member of Daybreak Church (see attachment).

The project will use The Spiritual Growth Assessment Process (SGAP) developed by Lifeway (see attachment) to measure the impact of the six months of personal coaching on the implementation of the participant's Journey Plan. The survey will be adapted in the following ways: (1) format will be changed to a "survey monkey" which is an online data gathering tool (see attachment), (2) content will include demographic data, (3) some questions will be added and or modified to fit the context and verbiage of the Journey Plan (some questions were used with permission from Pete Scazzero from the EHS Church Assessment 1.1 (see attachment)).

4. Federal guidelines state that research cannot exclude any classes of subjects without scientific justification. Will your study be purposely excluding any classes of subjects? (e.g. children 17 and under, by gender, class, race) If so, please justify this.

The pre-test and post-test survey will be e-mailed to the 60 participants who have graduated from the Journey Course and developed a Journey Plan. Participation is voluntary and anonymous.

5. Please state your research question and hypothesis (one or two sentences).

"Related to the implementation of their Journey Plan as a spiritual growth tool, is there any notable difference between participants of this study who receive personal coaching as compared to those who do not receive personal coaching?"

Hypothesis:

Participants in the Journey Plan at Daybreak Church who receive coaching will have higher spiritual growth than participants who do not

6. What specific data will you collect and how will the subjects you choose help to answer your research question? Define your variables operationally by indicating how you will collect data for each variable.

Operational definition: Spiritual growth is defined as a numerical score on the LifeWay Spiritual Growth Assessment (attached).

The pre-test SGAS scores will be collected and compared to the post-test SGAS scores for each group. Also a comparison will be made of the change in SGAS scores between the two groups to determine if the coaching treatment made any noticeable difference in scores between the control group and the treatment group.

7. Briefly describe how you will analyze the data collected. In the case of multiple hypotheses list the analysis method for each hypothesis.

Run a paired t-test between the pre-test and post-test scores of the treatment group to see if there is a statistically significant change in scores. This will help determine if the treatment group experienced any significant change in their spiritual growth during the six month period.

Run a t-test on the different scores (pre-test and post-test) between the control group and the treatment group to see if the difference in score for the treatment group is higher in any statistically significant way than the differential in the control group. This will help determine if the coaching treatment significantly effected the treatment group in a way that enhanced their spiritual growth.

DESCRIPTION OF RECRUITMENT AND PROCEDURES

8. Please describe your recruitment methods for your participants. **How** and **where** will they be recruited (flyers, general announcement, word-of-mouth, snowballing, etc.)?

An e-mail will be sent out to the recent graduates of the Journey Course inviting them to participate. The survey is voluntary and anonymous. It will be administered at the beginning and the end of the six month test period.

9. Are you are recruiting participants from institutions of higher education other than Nyack College? If so, documentation of permission or pending IRB approval from that institution is required with this submission. State date of approval , name and title from the institution

N/A

10. How many participants are you planning to recruit?

30 for the control group and 30 for the treatment group.

11. Where will your research take place specifically? (classroom, outside of classroom, waiting room, church office, other location)

The research will take place through an on-line survey

12. Will participants be remunerated for their participation? If, so please describe.

No remuneration will be offered.

13. Will deception be used? If so, please provide a rationale for its use. How will subjects be debriefed afterward? Submit debriefing script. Scripts should include a statement that gives your subjects the opportunity to withdraw his/her participation at that time.

No deception will be used.

14. Will you have a control group?

Yes. The control group will be those who do not receive personal coaching during the six months of the test.

15. Will you be videotaping your subjects? If so, please describe in detail. **Please note that the IRB will only approve videotaping when there is adequate scientific and ethical justification.** If you will be audio/videotaping, please state how you will ensure that all participants have consented to be recorded? (This must also be clearly stated in consent form)

No videotaping will be conducted.

CONFIDENTIALITY PROCEDURES

16. How will you ensure the participants confidentiality? Describe in detail your plans for ensuring confidentiality of data regarding subjects.

No personal data will be collected.

17. Will data be collected anonymously? Will you be able to link the data? If not, how will participants' identity/information be protected? (e.g. codes or pseudonyms, etc.)?

Data will be collected anonymously.

18. Where will coding and data material be stored, such as "in a locked file cabinet?"

No coding of data will be done.

19. If bilingual interpreters or interviewers will be used, what will you do to ensure confidentiality of the subjects? What are your procedures for recruiting interpreters/interviewers? Indicate the name of the interpreter/interviewer and for whom he/she works. Submit copies of all questionnaires or interview questions for each subject population.

No bilingual interpreters will be used.

DESCRIPTION OF RESEARCH RISKS & BENEFITS

20. What are the potential risks, if any, (physical, psychological, social, legal, or other) to your subjects? What is the likelihood of these risks occurring, and/or their seriousness? How will you work to minimize them?

I know of no risks to subjects participating in this survey.

21. What are the potential benefits of this study to the subjects? If there are **direct** benefits, please state so. If there are no direct benefits, please simply state the benefits that *may be possible* from your research. You cannot *promise* a result of your study as being a benefit. It is also important to note that remuneration or any reward for participation is not considered a benefit.

My research may help participants in their spiritual growth.

INFORMED CONSENT PROCEDURES

Informed consent is a process, not a form.

22. What are your procedures for obtaining participants informed consent to participate in the research?

The e-mail invitation letter to participants will inform them that the survey is voluntary and anonymous.

23. How will you describe your research to potential participants? (*A script is preferred*).

The invitation letter will outline the research to potential participants. (see attachment)

24. What will you do to ensure their understanding of the study and what it involves?

The invitation letter will give them the opportunity to ask questions by e-mail or by phone directly to me.

25. If you are recruiting students from a classroom during normal school hours, what will the **alternative** activities for those who wish not to participate?

N/A

26. Are you a teacher, administrator, counselor, case worker or in any other way affiliated with the research site? If so, how will you insure voluntary participation and minimize the appearance of coercion in your study?

I am the Lead Pastor of the Church. Due to the anonymous nature of the survey there is no possible way to track who participated and who did not.

Submit all consent forms/scripts. Each consent form must be a separate document and titled for its respective subject population (e.g. teachers, parents, etc.). All consent documents must be in English, even though you may translate them. If your research project requires using documents that are translated into other languages, please submit both the translated English version AND the translated document with your application.

RESEARCH SITE(S)

27. Where will research be conducted? If you are conducting research or any part of your study, or recruiting participants from schools or other institutions, approval must be obtained from the appropriate administrator, IRB, or representative of that institution. Submit the letter(s) of approval or letter(s) indicating that approval has been granted "pending the receipt of Nyack College IRB approval".

NOTE: IF YOU ARE CONDUCTING ANY PART OF YOUR RESEARCH WITHIN NYC BOARD OF EDUCATION SCHOOLS: It is required that you receive approval from Nyack College prior to submitting to the NYC Board of Education's Division of Assessment and Accountability.

Please attach:

1. **Informed Consent Signature page**
2. **Participants' Rights and Assent for Minors**
3. **Recruiting materials, survey materials, etc as appropriate**

Categories of IRB Review

EXEMPT RESEARCH - Constitutes no more than minimal risk AND only involves human participants in one or more of the following categories:

1. Research conducted in established educational settings, involving normal educational practices, such as: (i) research on education instructional strategies or (ii) research on the effectiveness of or comparison among instruction techniques, curricula, or classroom management methods.
2. Research involving the use of (a) educational tests (cognitive, diagnostic, aptitude, achievement); (b) surveys, interviews, or observation of public behavior* UNLESS (i) information is recorded with identifiers linked to subjects and (ii) subjects' responses could place subjects at risk (e.g., criminal or civil liability, financial standing, employability or reputation).
*No exemptions are allowed under (b) when children are involved in survey/interview procedures, or observations when investigator participates in activities being observed.
3. Research involving educational tests, surveys, interviews, or observation of public behavior is exempt if: (I) the subjects are elected or appointed public officials or candidates for public office; or (ii) federal statute requires confidentiality of identifiable information to be maintained permanently.
4. Research involving the collection or study of existing data, document, or records. Sources must either be publicly available or information must be recorded without identifiers linked to subjects.
5. Research conducted by or subject to the approval of federal department or agency heads and designated to evaluate possible changes in or alternatives to those programs or changes in methods of payment for benefits under those programs.

6. Taste or food quality evaluation involving wholesome/safe foods.

Note: Federal regulations indicate that certain research is exempt from review. However, a research protocol proposing the use of human subjects must be submitted to the IRB to determine if it qualifies for exempt status. Exemptions do not apply to research conducted on pregnant women, prisoners, or vulnerable populations.

EXPEDITED RESEARCH-- Constitutes no more than minimal risk AND only involves human participants in one or more of the following categories:

4. Collection of data through noninvasive procedures (not involving general anesthesia or sedation) routinely employed in clinical practice, excluding procedures involving x-rays or microwaves. Where medical devices are employed, they must be cleared/approved for marketing. (Studies intended to evaluate the safety and effectiveness of the medical device are not generally eligible for expedited review, including studies of cleared medical devices for new indications.) Examples: (a) physical sensors that are applied either to the surface of the body or at a distance and do not involve input of significant amounts of energy into the subject or an invasion of the subjects privacy; (b) weighing or testing sensory acuity; (c) magnetic resonance imaging; (d) electrocardiography, electroencephalography, thermography, detection of naturally occurring radioactivity, electroretinography, ultrasound, diagnostic infrared imaging, doppler blood flow, and echocardiography; (e) moderate exercise, muscular strength testing, body composition assessment, and flexibility testing where appropriate given the age, weight, and health of the individual.
5. Research involving materials (data, documents, records, or specimens) that have been collected, or will be collected solely for nonresearch purposes (such as medical treatment or diagnosis). (NOTE: Some research in this category may be exempt from the HHS regulations for the protection of human subjects. 45 CFR 46.101(b)(4). This listing refers only to research that is not exempt.)
6. Collection of data from voice, video, digital, or image recordings made for research purposes.

7. Research on individual or group characteristics or behavior (including, but not limited to, research on perception, cognition, motivation, identity, language, communication, cultural beliefs or practices, and social behavior) or research employing survey, interview, oral history, focus group, program evaluation, human factors evaluation, or quality assurance methodologies. (NOTE: Some research in this category may be exempt from the HHS regulations for the protection of human subjects. 45 CFR 46.101(b)(2) and (b)(3). This listing refers only to research that is not exempt.)

8. Continuing review of research previously approved by the convened IRB as follows:

(a) where (i) the research is permanently closed to the enrollment of new subjects; (ii) all subjects have completed all research-related interventions; and (iii) the research remains active only for long-term follow-up of subjects; or

(b) where no subjects have been enrolled and no additional risks have been identified; or

(c) where the remaining research activities are limited to data analysis.

9. Continuing review of research, not conducted under an investigational new drug application or investigational device exemption where categories two (2) through eight (8) do not apply but the IRB has determined and documented at a convened meeting that the research involves no greater than minimal risk and no additional risks have been identified.

Note: Expedited review categories 1-3 apply to biomedical research not typically conducted at Nyack College, and consequently do not appear on this list.

STANDARD REVIEW OF RESEARCH:

If your project does not precisely fit under any of the categories under either the EXEMPT or EXPEDITED review sections listed above, then it must be submitted under STANDARD review procedures. Standard Review is used for all projects involving vulnerable populations, except some minimal risk research involving children. Research involving deception and any research that entails more than minimal risk to the subject, even if it otherwise appears to fall into one of the exempt or expedited categories, must be submitted under standard review procedures.

Signature Page

Thesis Title:

“Measuring the Effects of Personal Coaching on the Implementation of a Journey Plan for Personal Spiritual Growth at Daybreak Church”

The signatures below indicate that the information contained in the document and/or proposal has been reviewed and is in compliance with the standards set by the academic department , IRB and Nyack College. If this project involves student research, the signature of faculty and site supervisory indicates acceptance of oversight responsibility for the student.

Joel A. Smith, 03/25/2015

Name of principal investigator (student) and date

I have received Human Participants Training

Joel A. Smith, 03/09/2015

Signature of principal investigator (student) and date of Human Participants Training

Signature of organizational site supervisor, title, organization and date

APPROVED BY THE IRB COMMITTEE ON THE USE OF HUMAN PARTICIPANTS IN RESEARCH

Dr. Eldon Fry, 03/25/2015

Signature of faculty supervising research and date

Dr. Frank Chan

Signature of Department Chair or Dean and date

Signature of IRB Chair and date

Attachment: Informed Consent Document and Permission Form

Informed Consent Document

Hello Journey Course graduate! You are invited to participate in the research study for my doctoral thesis because you took the Journey Class and began to develop your Journey Plan. The focus of my thesis research is to study the effects that intentional faith coaching has on a person's ability to implement their Journey Plan in such a way that leads to spiritual growth. In order to do the study, I need volunteers for two groups. The first group will spend six months implementing their Journey Plan without any coaching; the second group will spend six months implementing their Journey plan with the help of a trained coach who meets with them one time each month. Both groups will take a spiritual growth assessment survey at the beginning and end of the six month period in a survey monkey format. The assessment is voluntary, anonymous and serves to help me determine what the effects of coaching are on the implementation of the Journey Plan as a means of spiritual development.

So, what does volunteering to participate in the study look like? If you volunteer for group one you will simply take the spiritual growth assessment survey as you begin the six month period in April, and take the same survey again at the end of that time in September. Group one will work on implantation of their Plan without anyone coaching them. If you volunteer for group two you will also take the spiritual growth assessment survey at the beginning and end of the six month period, but you will also receive personal coaching on a monthly basis from April to September. The coaching sessions would include you, the coach and another person being coached. Each session will last for two hours, so that both you and the other participant can learn not just from the coach but also from the journey of the other person being coached. The coaches will be trained by me and use a model that is designed to help you engage in you growth in a healthy fashion. I am aiming to have 30 people in each group, for a total of 60 participants. ***Would you consider being part of my study that not only helps me complete my doctoral program but also helps our church study the benefits of personal coaching for the spiritual growth of our congregation?***

One of the benefits of this study is that you are encouraged to engage in your personal spiritual growth in a way that is healthy for you and also contributes to the overall spiritual health of our church family. A second positive aspect of the study is being able to take the inventory at the beginning and end of the process and consider how you have grown during the six month period whether you have had the coaching or not. You will also be helping your church staff and leadership determine if personal faith coaching is something we need to develop to help Daybreak members grow in their faith in a more profound way. Since the surveys will be voluntary and anonymous there is minimal risk to you participating in the study.

The study will take place between April-September of 2015. The results of the study will be used to help me complete my doctoral thesis and determine if personal faith coaching helps people at Daybreak more fully implement their Journey Plan by using it as a tool for their spiritual growth. My hope is to complete the entire thesis project by next March, defend it and graduate from the program in May of 2016.

If you have any questions about the study please feel free to contact me at (717) 791-1200 ext 104. I would appreciate your consideration to participate in the study and do think that it will be an enriching experience for you. In order to participate in the study you must complete the attached Permission From that indicates that you understand the parameters of the study, agree with them and are voluntarily choosing to participate.

Permission Form

Principal Investigator: **Joel A. Smith**

Research Title: **“Measuring the Effects of Personal Coaching on the Implementation of a Journey Plan for Personal Spiritual Growth at Daybreak Church”**

- I have read and discussed the Research Description with the researcher. I have had the opportunity to ask questions about the purposes and procedures regarding this study.
- My participation in research is voluntary. I may refuse to participate or withdraw from participation at any time without jeopardy to future medical care, employment, student status or other entitlements.
- The researcher may withdraw me from the research at his/her professional discretion.
- If, during the course of the study, significant new information that has been developed becomes available which may relate to my willingness to continue to participate, the investigator will provide this information to me.
- Any information derived from the research project that personally identifies me will not be voluntarily released or disclosed without my separate consent, except as specifically required by law.
- If at any time I have any questions regarding the research or my participation, I can contact the investigator, who will answer my questions. The investigator's phone number is (717) 791-1200 ext 104.
- If at any time I have comments, or concerns regarding the conduct of the research or questions about my rights as a research subject, I should contact the Alliance Theological Seminary Institutional Review Board (IRB). The phone number for the IRB is (845) 770-5750. Or, I can write to the IRB at Alliance Theological Seminary, 350 North Highland Avenue, Nyack, NY 10960-1416.
- I should receive a copy of the Research Description and this Participant's Rights document.
- My signature means that I agree to participate in this study.

Participant's signature: _____ Date: ____ / ____ / ____

Printed Name: _____

Attachment: Protecting Human Research Certificate from NIH**Certificate of Completion**

The National Institutes of Health (NIH) Office of Extramural Research certifies that Joel Smith successfully completed the NIH Web-based training course "Protecting Human Research Participants".

Date of completion: 03/09/2015

Certification Number: 1719901

Attachment: Coaching Training Thumbnail for Thesis Research Project

Intent of the Project

The study is intended to understand the effect that intentional coaching has on the implementation of a Journey Plan for spiritual growth over a six month period by using a Treatment and Effects approach that utilizes a control group and a treatment group. Two groups will be used for the study; both groups will have completed the Journey Course and developed a Journey Plan. The first group will be the control group, who will be surveyed both pre- and post-test but receive no coaching during the six month period. The second group will be the experimental group, who will be surveyed both pre- and post-test and in addition will receive six months of coaching by a trained coach who is also a member of Daybreak Church.

The Nature of the Coaching Component

- Coaches will be trained by pastor Joel Smith before the coaching begins in a three hour training module.
- The coach is not an expert, but a facilitator who invites the Holy Spirit to bring focus and discernment to each coaching session and to the overall coaching process. The coach is responsible to facilitate the process while the coachee is responsible for the content being processed.
- 4 activities of the coach will be taught:
 1. Active Listening
 2. Powerful Questioning
 3. Guiding the Process
 4. Building Faith
- The coach will engage at three levels of focus with the coachee:
 - Level one: looking at a problem together
 - Level two: coach focuses on coachee while coachee focuses on problem
 - Level three: both the coach and coachee focus on the coachee's development
- Coaches will use, *Faith Coaching: A Conversational Approach to Helping Others Move Forward in Faith*, by Chad Hall, as a resource for their coaching. His website also provides helpful tools, www.coachapproachministries.org

Coaching Sessions

Two hour session, one session per month, for six months (April-September)

Triad made up of one coach and two coachees

Suggested Coaching Format

Check In	10 minutes
Coaching session 1	45 minutes
Break	05 minutes
Coaching session 2	45 minutes
Follow-Up & Prayer	15 minutes

Attachment: LifeWay Spiritual Growth Assessment Process

Spiritual Growth Assessment Process

Your spiritual journey as a follower of Christ began the moment you admitted personal sin and placed your trust in Christ as Savior and Lord. From that point, until death or the return of Christ, your life's call is to grow in Christlikeness.

Jesus summarizes the disciple's call in Mark 8:34, "If anyone wants to be My follower, he must deny himself, take up his cross, and follow Me" (Holman CSB).

Accomplishing such a challenging assignment requires growing in your understanding of what it means to be a Christian, expanding your personal knowledge of biblical truth, and applying daily what you learn. Through the presence of His indwelling Spirit, God enables you to know, obey, and serve Him.

God expects His children to grow spiritually and His Word encourages personal examination as an element of growth.

- "Let us search out and examine our ways..." Lamentations 3:40
- "Now, the Lord of Hosts says this: 'Think carefully about your ways.'" Haggai 1:5
- "Search me, God, and know my heart; test me and know my concerns. See if there is any offensive way in me; lead me in the everlasting way." Psalm 139:23-24
- "But each person should examine his own work, and then he will have a reason for boasting in himself alone, and not in respect to someone else." Galatians 6:4
- "Pay careful attention, then, to how you walk—not as unwise people, but as wise." Ephesians 5:15

This assessment process can help you complete an examination and careful search of your spiritual growth. Follow these simple steps to complete the process.

1. Complete the **Spiritual Growth Assessment**.
The assessment helps you think carefully about your spiritual development related to six specific spiritual disciplines; abiding in Christ, living in the Word, praying in faith, fellowshiping with believers, witnessing to the world, ministering to others. Before completing your responses, ask the Lord to guide your evaluation. Since most of these statements require a subjective response, His guidance is the key to an accurate appraisal. Also, resist the urge to compare scores with others. Self-condemnation or pride could result from such comparisons. Trust God to help you grow spiritually by revealing heart issues and empowering you to take action.
2. Draw and evaluate your **Discipleship Wheel**.
3. Distribute copies of the **Spiritual Growth Observations Response Sheet** to at least three people. Follow the instructions before completing a personal growth plan.
4. Begin working on a **personal growth plan**.
The **Annual Spiritual Growth Plan** worksheet helps you formulate an intentional plan for growth. Use the **Recommended Actions for Spiritual Growth Guide** to discover suggestions for actions to include in your plan. As you discuss your plan with an accountability partner, you may discover additional actions that more effectively meet your needs.

As you complete this assessment process the temptation might be to think your efforts are central to growing spiritually. **Remember, becoming like Christ centers on His work in us and not our work for Him. God desires heart change over religious actions.** Without question, God does the revealing, the renewing, the empowering, and the recreating. Your part as His disciple is to do the yielding, the submitting, and the obeying.

Spiritual Growth Assessment	
As you complete the assessment, avoid rushing. Listen for God's voice to encourage and challenge you. Consider this experience as one-on-one time with Him. Be intentional in your growth towards Christlikeness. Use the scale below to respond to each statement.	
Never - 1 Seldom - 2 Occasionally - 3 Frequent - 4 Always - 5	
SPIRITUAL DISCIPLINES	RESPONSE
ABIDE IN CHRIST	
1. I practice a regular quiet time and look forward to that time with Christ.	
2. When making choices, I seek Christ's guidance first.	
3. My relationship with Christ is motivated more by love than duty or fear.	
4. I experience life change as a result of my worship experiences.	
5. When God makes me aware of His specific will in an area of my life, I follow His leading.	
6. I believe Christ provides the only way for a relationship with God.	
7. My actions demonstrate a desire to build God's kingdom rather than my own.	
8. Peace, contentment, and joy characterize my life rather than worry and anxiety.	
9. I trust Christ to help me through any problem or crisis I face.	
10. I remain confident of God's love and provision during difficult times.	
Abide in Christ Total	
LIVE IN THE WORD	
1. I regularly read and study my Bible.	
2. I believe the Bible is God's Word and provides His instructions for life.	
3. I evaluate cultural ideas and lifestyles by biblical standards.	
4. I can answer questions about life and faith from a biblical perspective.	
5. I replace impure or inappropriate thoughts with God's truth.	
6. I demonstrate honesty in my actions and conversation.	
7. When the Bible exposes an area of my life needing change, I respond to make things right.	
8. Generally, my public and private self are the same	
9. I use the Bible as the guide for the way I think and act.	
10. I study the Bible for the purpose of discovering truth for daily living.	
Live By God's Word Total	
PRAY IN FAITH	
1. My prayers focus on discovering God's will more than expressing my needs.	
2. I trust God to answer when I pray and wait patiently on His timing.	
3. My prayers include thanksgiving, praise, confession, and requests.	
4. I expect to grow in my prayer life and intentionally seek help to improve.	
5. I spend as much time listening to God as talking to Him.	
6. I pray because I am aware of my complete dependence on God for everything in my life.	
7. Regular participation in group prayer characterizes my prayer life.	
8. I maintain an attitude of prayer throughout each day.	
9. I believe my prayers impact my life and the lives of others.	
10. I engage in a daily prayer time.	
Pray In Faith Total	

FELLOWSHIP WITH BELIEVERS	
1. I forgive others when their actions harm me.	
2. I admit my errors in relationships and humbly seek forgiveness from the one I've hurt.	
3. I allow other Christians to hold me accountable for spiritual growth.	
4. I seek to live in harmony with other members of my family.	
5. I place the interest of others above my self-interest.	
6. I am gentle and kind in my interactions with others.	
7. I encourage and listen to feedback from others to help me discover areas for relationship growth.	
8. I show patience in my relationships with family and friends.	
9. I encourage others by pointing out their strengths rather than criticizing their weaknesses.	
10. My time commitments demonstrate that I value relationships over work/career/hobbies.	
Build Godly Relationships Total	
WITNESS TO THE WORLD	
1. I share my faith in Christ with non-believers.	
2. I regularly pray for non-believers I know.	
3. I make my faith known to my neighbors and/or fellow employees.	
4. I intentionally maintain relationships with non-believers in order to share my testimony.	
5. When confronted about my faith, I remain consistent and firm in my testimony.	
6. I help others understand how to effectively share a personal testimony.	
7. I make sure the people I witness to get the follow-up and support needed to grow in Christ.	
8. I encourage my church and friends to support mission efforts.	
9. I am prepared to share my testimony at any time.	
10. My actions demonstrate a belief in and commitment to the Great Commission (Matthew 28:19-20).	
Witness To The World Total	
MINISTER TO OTHERS	
1. I understand my spiritual gifts and use those gifts to serve others.	
2. I serve others expecting nothing in return.	
3. I sacrificially contribute my finances to help others in my church and community.	
4. I go out of my way to show love to people I meet.	
5. Meeting the needs of others provides a sense of purpose in my life.	
6. I share biblical truth with those I serve as God gives opportunity.	
7. I act as if other's needs are as important as my own.	
8. I expect God to use me every day in His kingdom work.	
9. I regularly contribute time to a ministry at my church.	
10. I help others identify ministry gifts and become involved in ministry.	
Minister To Others Total	

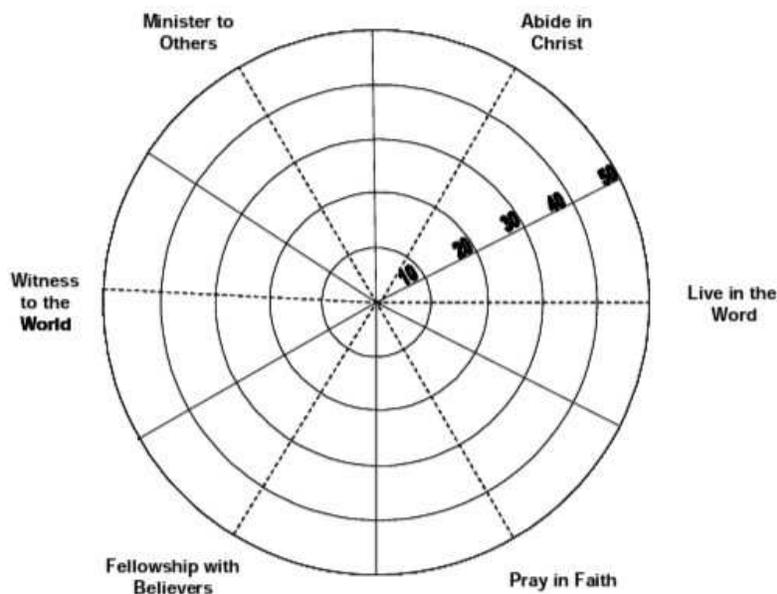
Your Discipleship Wheel

For a visual representation of your spiritual assessment complete the following steps:

Step One: On the dotted line in each discipline section of the circle plot a point corresponding to your total score for that discipline. Place similar points on the solid lines to the immediate right and left of each dotted line.

Step Two: Connect the plotted points with curved lines similar to the lines of the circle.

Step Three: Using a pencil or marker shade the areas in each section between the lines you drew and the center of the circle. The shaded areas reveal your personal discipleship wheel at this point in your spiritual journey.



Practice these things; be committed to them,
so that your progress may be evident to all.
1 Timothy 4:15 HCSB

Step Four: Ask yourself these questions:

1. Which areas have the most shading? At this point in your spiritual journey, you see these as the strongest elements of your spiritual growth. List below one benefit these strengths bring to
 - a. You personally: _____
 - b. Your family: _____
 - c. Your church: _____
 - d. Your community: _____

2. Which areas have the least shading? At this point in your spiritual journey you see these as the elements needing the most improvement. List below one reward growth in these disciplines would bring to:
 - a. You personally: _____
 - b. Your family: _____
 - c. Your church: _____
 - d. Your community: _____

Step Five: Make specific plans to grow spiritually this next year. Complete the **Annual Spiritual Growth Plan**.

Spiritual Growth Observations Instructions

1. Enlist 3 people to complete a **Spiritual Growth Observation** on you. These should be Christians who regularly observe your life actions. If married, your spouse would be an excellent choice to give you feedback. Older children in your family might also be considered. Explain to those you enlist that you need their help to accurately assess your spiritual growth. Point out that you want to discover areas where growth is needed and without their input those discoveries might not be possible.
2. After receiving the completed observations, follow these simple steps:
 - a. Send each person who completed the observations a thank you note.
 - b. Pray over the responses before looking at the specific scores.
 - c. Average the scores of each discipline and write the average score below.
 - Abide in Christ _____
 - Live by God's Word _____
 - Pray in Faith _____
 - Build godly Relationships _____
 - Witness to the World _____
 - Minister to Others _____
 - d. Compare the scores with your personal assessment totals. Ask yourself these questions and discuss your answers with your accountability partner:
 - i. Where do the observer scores agree with my personal scores?
 - ii. Where do the observer scores disagree with my personal scores? If the observer scores disagree with my scores, do they agree with each other? If so, could this be a blind spot for me that needs attention?
 - iii. Review any "NO" (not observed) responses. Should the people closest to me be seeing more of these actions? If your answer is yes, consider addressing this on your **Annual Spiritual Growth Action Plan**.
3. Complete your **Annual Spiritual Growth Action Plan**.

Spiritual Growth Observations Response Sheet

You have been asked by another disciple to participate in an intentional process to evaluate his/her spiritual growth. Your observations will be used to help develop a growth plan for the upcoming year. In order to provide helpful evaluations, ask the Lord for direction before completing this form. Even though these are subjective responses, God can use them to affirm and challenge this fellow traveler on the journey of discipleship. Authentic change occurs as the community of believers helps one another grow spiritually. Use the following scale to respond to each statement.

Never-1	Seldom-2	Occasionally-3	Frequent-4	Always-5	Not observed-NO
1. Peace, contentment, and joy characterize life rather than worry and anxiety.					
2. Demonstrates trust in Christ when facing life problems.					
3. Participates in church worship experiences.					
4. Expresses love for Christ.					
5. Engages in a personal quiet time.					
Abide in Christ - Total (add lines 1-5)					
6. Teaches others biblical truth.					
7. Public and private self are the same.					
8. Biblical truth guides personal actions.					
9. Demonstrates self-control in stressful situations.					
10. Talks about biblical standards for life actions.					
Live in the Word - Total (add lines 6-10)					
11. Engages in a daily prayer time.					
12. Talks about God's answers to personal prayers.					
13. Solicits prayer concerns from others.					
14. Encourages others to pray.					
15. Initiates times of prayer in group settings.					
Pray in Faith - Total (add lines 11-15)					
16. Admits errors in relationships and seeks forgiveness.					
17. Demonstrates humility in relating to others.					
18. Seeks unity in relationships rather than creating division.					
19. Encourages other instead of criticizing.					
20. Gentle and kind in interactions with others.					
Fellowship with Believers - Total (add lines 16-20)					
21. Participates in evangelistic mission efforts.					
22. Makes faith known to neighbors and/or fellow employees.					
23. Helps others understand how to effectively share a personal testimony.					
24. Shares a personal testimony with non-believers.					
25. Prays for non-believers by name.					
Witness to the World - Total (add lines 21-25)					
26. Treats others needs as important as his/her own.					
27. Contributes time to a ministry at church.					
28. Demonstrates an attitude of servanthood.					
29. Contributes finances to help others in the church and community.					
30. Serves others expecting nothing in return.					
Minister to Others - Total (add lines 26-30)					

Annual Spiritual Growth Plan
Date Started _____

I. Enlist an accountability partner who will agree to do the following:

1. Meet with me initially to overview my assessment and pray with me about this plan.
2. Meet with me at least once each month to discuss my progress on this plan.
3. Affirm my successes and challenge me to stay focused on achieving each part of the plan.
4. Pray regularly for me.
5. My accountability partner will be _____

II. Decide on actions for spiritual growth.

- On the blanks following numbers 1, 2, 3, 4 write in the seasons on the year beginning with the coming season. For Example: You completed the assessment in November. Number 1 would be "Winter."
- Use your discipleship wheel to determine actions. For example, looking at areas of less shading, what is the next step for your growth in that area? (knowing more about what God expects, building skills in this discipline, just doing it, or joining a group that does this discipline).
- Next, consider the areas of more shading. What is the next step for your growth in those areas? (leading others in knowing this discipline, leading others in doing this discipline, or building consistency in doing this discipline)

1. _____ During these months I will
 - a. Improve my understanding of God's standard for the following discipline through individual and/or group study.
Discipline _____
Name of study _____
 - b. Set an action goal. Use the Recommended Actions Guide for suggestions.

2. _____ During these months I will
 - a. Improve my understanding of God's standard for the following discipline through individual and/or group study.
Discipline _____
Name of study _____
 - b. Set an action goal. Use the Recommended Actions Guide for suggestions.

3. _____ During these months I will
 - a. Improve my understanding of God's standard for the following discipline through individual and/or group study.
Discipline _____
Name of study _____
 - b. Set an action goal. Use the Recommended Actions Guide for suggestions.

4. _____ During these months I will
 - a. Improve my understanding of God's standard for the following discipline through individual and/or group study.
Discipline _____
Name of study _____
 - b. Set an action goal. Use the Recommended Actions Guide for suggestions.

Recommended Actions for Spiritual Growth Guide

The following actions can help you complete your annual intentional plan for your spiritual growth. See these as suggestions to get you started rather than as a list of the only possibilities. Trust God to guide you in your choices. The key to growth will be His work in you as you intentionally seek His kingdom first. The administrative guide *Discipleship: God's Life Changing Work* provides recommendations for small group studies related to each discipline. Download this guide at www.lifeway.com/discipleship.

Abide in Christ

1. Attend a corporate worship experience weekly.
2. Set aside a specific time and location for a regular quiet time.
3. Establish a practice of worship preparation through prayer and confession.
4. Learn about biblical fasting.
5. Practice fasting as the Lord directs.
6. Learn about your identity in Christ.
7. Regularly thank God and give Him praise in all situations.
8. Make a list of things that hinder your spiritual growth and seek God's help to remove those hindrances.

Live in the Word

1. Memorize one Scripture verses each week.
2. Memorize passages of Scripture.
3. Take notes from the pastor's sermon and other Bible study experiences each week. Evaluate how the study applies to your life.
4. Establish a regular time for personal Bible study. Take notes from the study and evaluate how the biblical truth applies to your life.
5. Use commentaries and other study resources to enrich Bible study.
6. Read one chapter from the Bible each day. Discover one action required and do it.
7. Read one chapter from the Bible each day. Meditate on the character of God described in the chapter.
8. Participate in an ongoing small group Bible study.
9. Accept a Bible teaching position in your church.
10. Lead a small group study related to living by God's Word.

Pray in Faith

1. Participate in the prayer ministry of your church.
2. Enlist a prayer partner and meet regularly for prayer.
3. Journal your prayers and record God's answers.
4. Organize a prayer ministry for your church or small group.
5. Lead a small group study related to praying in faith.
6. Pray each day.

Fellowship with Believers

1. Ask family members to identify ways you can improve your relationships with each one.
2. Ask friends to identify ways you can improve your relationships with each one.
3. Make a list of people who have hurt you and ask God for help to forgive them.

4. Participate in an ongoing small group to build relationships with other believers.
5. Complete an individual study related to building godly relationships in your marriage. Attend a retreat or workshop on parenting.
6. Attend a retreat or workshop on marriage.
7. Lead a small group study related to building godly relationships in marriage.
8. Lead a small group study related to building godly relationships as a parent.
9. Lead a small group study related to building godly relationships with others.

Witness to the World

1. Write your testimony and practice sharing it with another believer.
2. Secure several gospel tracts and distribute them as the Lord leads.
3. Learn to share your testimony without using printed support.
4. Make a list of non-believers you know and begin praying regularly for their salvation.
5. Begin building relationships with the non-believers on your street.
6. Begin building relationships with non-believers at work.
7. Invite an unchurched friend to worship or Bible study.
8. Include a specific missions focus in your prayers.
9. Share your testimony as God provides the opportunity.
10. Participate in an evangelistic missions experience.
11. Lead a small group study related to witnessing to the world.
12. With your accountability partner list places you visit in a normal week. Brainstorm creative ways of witnessing to the people you regularly see at these places.

Minister to Others

1. Complete a spiritual gifts inventory. Download a spiritual gifts inventory at www.lifeway.com/downloads.
2. Volunteer for a ministry in your church where you can use your spiritual gifts, interests, and natural abilities.
3. Send encouragement notes to your church staff.
4. Visit one homebound person each week.
5. Look for new baby bows on mailboxes in your neighborhood. Send a note of congratulations and drop off a gift or meal.
6. Volunteer to baby sit for a single parent in your church to give them a night out each month.
7. Volunteer to serve meals at a local shelter.
8. Volunteer to tutor students or help in a classroom at a local school.
9. Ask a member of your church staff to help you discover ways to minister to people on your street. For example, hold a small group meeting in your home quarterly to discuss topics such as marriage and parenting.
10. Lead a small group study related to ministering to others.

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Attachment: EHS Church Assessment 1.1

EHS Church Assessment 1.1

Instructions
<p>This assessment is designed for use with a pastor or group of leaders (e.g. leadership team, staff, board, spiritual formation task force). It will help identify the strengths and weaknesses of your church around the six key areas of emotionally healthy spirituality:</p> <ol style="list-style-type: none"> 1. A Slowed Down Spirituality 2. Integrity in Leadership 3. Beneath the Surface Discipleship 4. Healthy Community 5. Passionate Marriages and Singleness 6. Missional Workers <p>Read the statements in the center of each page. Indicate how deeply your life reflects this statement (in the "Personal Assessment" column) and how effectively your local church encourages and equips in this area (in the "Church Assessment" column) by circling the appropriate number that most closely reflects your opinion.</p> <p>In the Personal Assessment Column, circle the number to indicate whether the statement is true: 1. not at all 2. hardly 3. to an average extent 4. to a great extent 5. to a very great extent</p> <p>In the Church Assessment column, circle the number to indicate if your local church: 1. impedes or discourages me in this area 2. does not equip or empower me in this area 3. rarely equips and empowers me in this area 4. effectively equips and empowers me in this area 5. very effectively equips and empowers me in this area</p> <p>If none of the responses exactly matches your opinion, choose the response that corresponds as closely as possible. If a question refers to "leaders", it refers to pastors, elders, ministry leaders, Sunday school teachers, small group leaders, and similar positions. Whenever the term "church" is used, it refers to your local church.</p> <p>After you finish each section, add up the numbers you circled in each column and provide the total at the bottom of that column. (So, for example, if under the Personal Assessment of Slowed Down Spirituality you circled a 2, 4, 5, 3, 1, 2 you would write "17" next to the "Total" for that column (2+4+5+3+1+2=17).) Then proceed to the last page for final instructions.</p>

Personal Assessment This statement is true 5. to a very great extent 4. to a great extent 3. to an average extent 2. hardly 1. not at all	A Slowed Down Spirituality	Church Assessment In this area, my local church 5. very effectively equips & empowers me 4. effectively equips & empowers me 3. rarely equips & empowers me 2. does not equip or empower me 1. impedes or discourages me
1 2 3 4 5	I read Scripture daily because Scripture is a primary means by which I am transformed by Jesus.	1 2 3 4 5
1 2 3 4 5	I am aware of God's presence throughout the day.	1 2 3 4 5
1 2 3 4 5	I set aside time in silence and reflection to listen to my heart and to God each day.	1 2 3 4 5
1 2 3 4 5	Those around me would say I am not hurried or rushed.	1 2 3 4 5
1 2 3 4 5	I take a 24-hour period each week for Sabbath-keeping.	1 2 3 4 5
1 2 3 4 5	I take time daily to delight in the everyday gifts of God (e.g., creation, play, hobbies, people, the arts, etc.)	1 2 3 4 5
Column Total:		Column Total:
Team Average:	A Slowed Down Spirituality – Team Averages	Team Average:

NOTES & OBSERVATIONS:

Personal Assessment This statement is true 5. to a very great extent 4. to a great extent 3. to an average extent 2. hardly 1. not at all		Church Assessment In this area, my local church 5. very effectively equips & empowers me 4. effectively equips & empowers me 3. rarely equips & empowers me 2. does not equip or empower me 1. impedes or discourages me
Integrity in Leadership		
1 2 3 4 5	I carefully prioritize the quality of my relationship <i>with</i> God over the quantity of work I do <i>for</i> God.	1 2 3 4 5
1 2 3 4 5	I do not “spin” or exaggerate facts or events.	1 2 3 4 5
1 2 3 4 5	I value <i>both</i> best leadership practices <i>and</i> listening in prayer to discern God’s will when making decisions.	1 2 3 4 5
1 2 3 4 5	I am not overloaded or overwhelmed.	1 2 3 4 5
1 2 3 4 5	Others would easily describe me as approachable, gentle, open, and transparent.	1 2 3 4 5
1 2 3 4 5	I do not avoid having “difficult” conversations (e.g., with members, leaders, coworkers, etc.)	1 2 3 4 5
Column Total:		Column Total:
Team Average:	Integrity in Leadership – Team Averages	Team Average:

NOTES & OBSERVATIONS:

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Personal Assessment This statement is true 5. to a very great extent 4. to a great extent 3. to an average extent 2. hardly 1. not at all	Beneath the Surface Discipleship	Church Assessment In this area, my local church 5. very effectively equips & empowers me 4. effectively equips & empowers me 3. rarely equips & empowers me 2. does not equip or empower me 1. impedes or discourages me
1 2 3 4 5	It is easy for me to identify what I am feeling.	1 2 3 4 5
1 2 3 4 5	I understand the ways my family-of-origin impacts my growth in Christ.	1 2 3 4 5
1 2 3 4 5	I am comfortable saying "no" to requests and opportunities rather than risk overextending myself.	1 2 3 4 5
1 2 3 4 5	I take care of myself as an expression of my love for Christ and as a prerequisite to love my neighbor well.	1 2 3 4 5
1 2 3 4 5	When I experience disappointment or loss, I allow myself to grieve and to listen for what God may be saying through it.	1 2 3 4 5
1 2 3 4 5	I feel it's safe to speak about my weaknesses, failures, and mistakes in our church.	1 2 3 4 5
Column Total:		Column Total:

Team Average:	Beneath the Surface Discipleship – Team Averages	Team Average:
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NOTES & OBSERVATIONS:

Personal Assessment This statement is true 5. to a very great extent 4. to a great extent 3. to an average extent 2. hardly 1. not at all	Healthy Community	Church Assessment In this area, my local church 5. very effectively equips & empowers me 4. effectively equips & empowers me 3. rarely equips & empowers me 2. does not equip or empower me 1. impedes or discourages me
1 2 3 4 5	I have little interest in judging or quickly giving opinions about other people.	1 2 3 4 5
1 2 3 4 5	I don't engage in dirty fighting tactics (e.g. sarcasm, put downs, silent treatments, pouting, denial, blaming, avoiding, rage, complaining, showing contempt, lying.)	1 2 3 4 5
1 2 3 4 5	I speak clearly, respectfully, and honestly with the people around me.	1 2 3 4 5
1 2 3 4 5	I know when to help carry someone else's burden and when to let it go so they can carry it themselves.	1 2 3 4 5
1 2 3 4 5	I freely ask for forgiveness when I hurt someone or make mistakes, and I extend forgiveness freely.	1 2 3 4 5
1 2 3 4 5	When I suspect miscommunication is happening, I initiate conversations to check out assumptions and expectations.	1 2 3 4 5
Column Total:		Column Total:
Team Average:	Healthy Community – Team Averages	Team Average:

NOTES & OBSERVATIONS:

Personal Assessment This statement is true 5. to a very great extent 4. to a great extent 3. to an average extent 2. hardly 1. not at all	Passionate Marriages and Singleness	Church Assessment In this area, my local church 5. very effectively equips & empowers me 4. effectively equips & empowers me 3. rarely equips & empowers me 2. does not equip or empower me 1. impedes or discourages me
1 2 3 4 5	As I grow in greater love for Christ, my ability to love "difficult" people is also growing.	1 2 3 4 5
1 2 3 4 5	I watch over my heart so that I do not use or objectify others.	1 2 3 4 5
1 2 3 4 5	I believe that a God-honoring relationship requires two people who each have a healthy sense of self as well as appropriate boundaries.	1 2 3 4 5
1 2 3 4 5	My marriage (or my relationships as a single person) reflects how Christ loves his church.	1 2 3 4 5
1 2 3 4 5	Those close to me would describe me as a responsive listener, attentive to people's words as well as their facial expressions, body language, and tone of voice.	1 2 3 4 5
1 2 3 4 5	I am comfortable talking about my sexuality as it relates to my spiritual formation in Christ.	1 2 3 4 5
Column Total:		Column Total:
Team Average:	Passionate Marriages and Singleness – Team Averages	Team Average:

NOTES & OBSERVATIONS:

Personal Assessment This statement is true 5. to a very great extent 4. to a great extent 3. to an average extent 2. hardly 1. not at all		Church Assessment In this area, my local church 5. very effectively equips & empowers me 4. effectively equips & empowers me 3. rarely equips & empowers me 2. does not equip or empower me 1. impedes or discourages me
Missional Workers		
1 2 3 4 5	I believe that my current occupation is as important as being a pastor or a missionary. All "jobs" are expressions of full-time ministry for Christ	1 2 3 4 5
1 2 3 4 5	I take what I learn at church and apply it in the workplace.	1 2 3 4 5
1 2 3 4 5	I am generous with the abilities, money, and opportunities God has given me.	1 2 3 4 5
1 2 3 4 5	I seek to serve Christ in every sphere of life - at work, home, neighborhood and community-- as well as at our church.	1 2 3 4 5
1 2 3 4 5	I bear witness to Christ in word and deed.	1 2 3 4 5
1 2 3 4 5	My life reflects a commitment to the poor and marginalized, along with a commitment to address injustice.	1 2 3 4 5
Column Total:		Column Total:

Team Average:	Missional Workers – Team Totals	Team Average:
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NOTES & OBSERVATIONS:

Summary Sheet				
Transfer your scores to this section and note them below:				
<p style="margin: 0;">A Slowed Down Spirituality</p> <p style="margin: 0;">Integrity in Leadership</p> <p style="margin: 0;">Beneath the Surface Discipleship</p> <p style="margin: 0;">Healthy Community</p> <p style="margin: 0;">Passionate Marriages & Singleness</p> <p style="margin: 0;">Missional Workers</p>	Personal Assessment		Church Assessment	
	My Score	Team Average	My Score	Team Average
<p>For the Personal Assessment scores:</p> <p>6-19 = low</p> <p>20-25 = medium</p> <p>26-30 = high</p>		<p>For the Church Assessment scores:</p> <p>6-20 = low</p> <p>21-25 = medium</p> <p>26-30 = high</p>		
<p>What did you learn about yourself personally?</p> <p>How did your church do overall?</p> <p>Where was your church strongest? Weakest?</p> <p>What do you think might be the next steps for you as a church?</p>				

Attachment: Journey Plan

My Journey Plan: During the Next Leg of My Journey...

Celebrate

I'll Celebrate God's Grace by:

Worshiping weekly at

Daybreak @ Gettysburg Pike

Daybreak @ Good Hope Road

Nurturing a spiritual rhythm:

Having a daily connection with God that includes _____

Having a weekly reflection with God that includes _____

Connect

I'll Connect with God's Family through:

a Home Group

a Men's/Women's Group

a Financial Peace Group

a Group for Healing: _____

Other: _____

Contribute

I'll Contribute to God's work by engaging in:

a "Sunday Serve": _____

a "Unique Serve": _____

Local Ministries through: _____

Global Ministries through: _____

My next financial step: _____

Helping People Discover a Life-Changing Journey with Jesus

My genogram helped me see that I need to address this unbiblical family commandment... " _____ "

I'm praying for these three people. When God opens the door, I'll share my story with them and/or invite them to come to Daybreak with me.

1. _____
2. _____
3. _____

My Journey Plan: During the Next Leg of My Journey...

The Ministry Passion Assessment revealed that my Ministry Passion Category is: _____

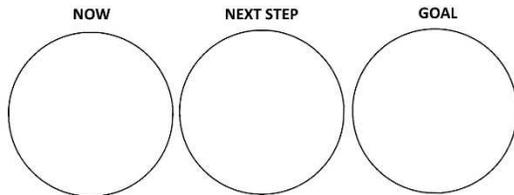
That means that my Ministry Passion is to..... Or for ... _____

The Personal Style Assessment revealed that I have the Personal Style of _____

The Spiritual Gifts Assessment revealed that I have the Spiritual Gifts of:

- 1. _____
- 2. _____
- 3. _____

I will progress to my financial goal of giving by:



Attachment: Spiritual Growth Assessment Survey

Daybreak Spiritual Growth Assessment Survey				
Demographic Information				
*In a typical month, how many times do you attend Sunday worship?				
<input type="radio"/> None	<input type="radio"/> One time	<input type="radio"/> Two times	<input type="radio"/> Three times	<input type="radio"/> Four or more times
*Which Daybreak campus do you belong to?				
<input type="radio"/> GP		<input type="radio"/> GHR		
*Which service do you attend most often?				
<input type="radio"/> 9:00 am		<input type="radio"/> 11:00 am		
*Do you belong to a Daybreak small group?				
<input type="radio"/> Yes		<input type="radio"/> No		
*Are you being apprenticed to be a ministry leader?				
<input type="radio"/> Yes		<input type="radio"/> No		
*Are you a ministry leader?				
<input type="radio"/> Yes		<input type="radio"/> No		
*Are you being apprenticed to be a small group leader?				
<input type="radio"/> Yes		<input type="radio"/> No		
*Are you a small group leader?				
<input type="radio"/> Yes		<input type="radio"/> No		
*What is your gender?				
<input type="radio"/> Male		<input type="radio"/> Female		
*What is your marital status?				
<input type="radio"/> Single	<input type="radio"/> Married	<input type="radio"/> Widowed	<input type="radio"/> Divorced	<input type="radio"/> Separated
*What age group describes you?				
<input type="radio"/> 20-29	<input type="radio"/> 30-39	<input type="radio"/> 40-49	<input type="radio"/> 50-59	<input type="radio"/> 60 +
*How long have you been a Christian?				
<input type="radio"/> Less than one year	<input type="radio"/> 1-5 years	<input type="radio"/> 6-10 years	<input type="radio"/> 11-15 years	<input type="radio"/> 16 years +

Daybreak Spiritual Growth Assessment Survey

Celebrating God's Grace

***Please indicate how often you do each of the following?**

	Never	Seldom	Occasionally	Frequently	Always
I look forward to my quiet time with Christ	<input type="radio"/>				
I practice a regular daily rhythm devotional time with God	<input type="radio"/>				
I practice a weekly rhythm of Sabbath rest & reflection	<input type="radio"/>				
When making decisions, I seek Christ's guidance	<input type="radio"/>				
My relationship with Christ is motivated more by love than by fear or duty	<input type="radio"/>				
I often sense that I am on a spiritual journey with God as my guide	<input type="radio"/>				
Trusting in Christ's atoning work for me gives me a sense of security	<input type="radio"/>				
My actions demonstrate my dependence on Christ	<input type="radio"/>				
Peace, contentment and joy characterize my life rather than worry and anxiety	<input type="radio"/>				
I trust Christ to help me through any problem or crisis that I face	<input type="radio"/>				
I remain confident of God's love and provision during difficult times	<input type="radio"/>				
I experience life change as a result of my worship experiences	<input type="radio"/>				

Daybreak Spiritual Growth Assessment Survey

Celebrating God's Grace

***Please indicate how often you do each of the following:**

	Never	Seldom	Occasionally	Frequently	Always
I regularly read and reflect on God's Word	<input type="radio"/>				
I set aside time each day to silently reflect on God's love letter to me	<input type="radio"/>				
I memorize scripture	<input type="radio"/>				
I evaluate cultural ideas and lifestyles by Biblical standards	<input type="radio"/>				
I can answer questions about life and faith from a Biblical perspective	<input type="radio"/>				
I replace impure or inappropriate thoughts with God's truth	<input type="radio"/>				
I demonstrate honesty in my actions and conversations	<input type="radio"/>				
When the Bible exposes an area of my life needing change, I respond to make things right	<input type="radio"/>				
Generally, my private and public self are the same	<input type="radio"/>				
I use the Bible as a guide for the way I think and act	<input type="radio"/>				
One reason that I study the Bible is to discover truth for daily living	<input type="radio"/>				
In difficult circumstances, scripture that applies comes to mind	<input type="radio"/>				

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Celebrating God's Grace

***Please indicate how often you do each of the following:**

	Never	Seldom	Occasionally	Frequently	Always
I engage in a daily prayer time	<input type="radio"/>				
I pray to focus on discovering God's will more than to express my needs	<input type="radio"/>				
I trust God to answer my prayers and I wait patiently on His timing	<input type="radio"/>				
My prayers include thanksgiving, praise, confession and requests	<input type="radio"/>				
I routinely pray for neighbors, friends, co-workers and family members to come to faith in Christ	<input type="radio"/>				
I spend as much time listening to God as talking to Him	<input type="radio"/>				
I pray because I am aware of my complete dependence on God for everything in my life	<input type="radio"/>				
Regular participation in group prayer is a part of my prayer life	<input type="radio"/>				
I maintain an attitude of prayer throughout the day each day	<input type="radio"/>				
I believe my prayers impact my life and the lives of others	<input type="radio"/>				
I sing to or worship the Lord, privately	<input type="radio"/>				

Daybreak Spiritual Growth Assessment Survey

Connecting with God's Family

***Please indicate how often you do each of the following:**

	Never	Seldom	Occasionally	Frequently	Always
Small group community is important to me	<input type="radio"/>				
I forgive others when their actions harm me	<input type="radio"/>				
I allow other Christians to hold me accountable for spiritual growth	<input type="radio"/>				
I seek to live in harmony with other members of my spiritual family	<input type="radio"/>				
I am honest, gentle and kind in my interactions with others	<input type="radio"/>				
I freely ask for forgiveness when I hurt someone or make mistakes, and I extend forgiveness freely	<input type="radio"/>				
When I suspect miscommunication is happening, I initiate conversations to check out assumptions and expectations	<input type="radio"/>				
I place the interest of others above my self-interest	<input type="radio"/>				
I show patience in my relationships with family and friends	<input type="radio"/>				
I speak clearly, respectfully and honestly with the people around me	<input type="radio"/>				
I know when to help carry someone else's burden and when to let it go so they can carry it themselves	<input type="radio"/>				
My time commitments demonstrate that I value relationships over work / career / hobbies	<input type="radio"/>				
As I reflect on my family of origin, God is teaching me how to have healthier relationships	<input type="radio"/>				

Daybreak Spiritual Growth Assessment Survey

Contributing to God's Family

Plases indicate how often you do each of the following:

	Never	Seldom	Occasionally	Frequently	Always
I understand my unique mix of spiritual gifts, passion and style, and use them to serve God and others	<input type="radio"/>				
I serve others expecting nothing in return	<input type="radio"/>				
I serve at weekend worship	<input type="radio"/>				
I go out of my way to show love to people that I meet	<input type="radio"/>				
I show God's love by meeting the practical needs of people in my community	<input type="radio"/>				
I act as if others needs are as important as my own	<input type="radio"/>				
I serve through my community through one of Daybreak's local partnerships (New Hope Ministries, Capital Area Pregnancy Center, Heart of Harrisburg Church, Helping Hands Ministries, Stop the Violence Ministries, The Bair Foundation, God's Helping Hands)	<input type="radio"/>				
I meet the needs of others (which provides a sense of purpose in my life)	<input type="radio"/>				
I am available for God to use me every day in His kingdom work	<input type="radio"/>				
I share Biblical truth with those I serve as God gives me opportunity	<input type="radio"/>				
I serve on a ministry team at Daybreak	<input type="radio"/>				

Daybreak Spiritual Growth Assessment Survey

Helping Other People Discover a Life-Changing Journey

***Please indicate how often you do each of the following:**

	Never	Seldom	Occasionally	Frequently	Always
I regularly pray for non-believers that I know	<input type="radio"/>				
I regularly invite non-believers to Daybreak	<input type="radio"/>				
I am open about my faith with my neighbors and / or my co-workers	<input type="radio"/>				
I intentionally share my faith story with non-believers that I have a relationship with	<input type="radio"/>				
I am prepared to share my story at any time	<input type="radio"/>				
I bear witness to Christ in word and deed	<input type="radio"/>				
I take what I learn at church and apply it in the workplace	<input type="radio"/>				
I believe that my current occupation is as important as being a pastor or a missionary. All "jobs" are expressions of full-time ministry for Christ	<input type="radio"/>				
I am engaged in Daybreak's short-term missions trips through praying, giving, and / or going	<input type="radio"/>				
My beliefs and actions reveal that I am on mission with God	<input type="radio"/>				
I generously contribute of my finances to forward God's work in this world	<input type="radio"/>				
I give to world missions through other organizations	<input type="radio"/>				