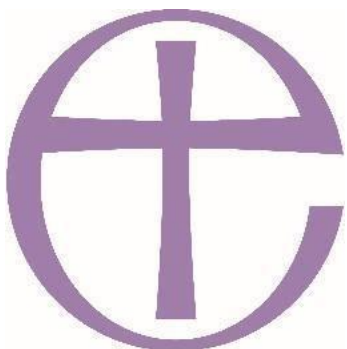# Formation Framework IME 2 for Ordained Distinctive Diaconal and Priestly Ministry

## Document 3: Reporting and Assessment



THE CHURCH
OF ENGLAND

The criteria below are to be used in assessing the extent to which the candidate at the end of IME2 inhabits each of the seven qualities, Love for God, Call to Ministry, Love for People, Wisdom, Fruitfulness, Potential and Trustworthiness.  The banding form is based on judgements to be used at the end of IME2 and therefore caution needs to be exercised in how the bands are used in earlier reporting during IME2, in which the judgement to be made is the likelihood of the candidate sufficiently inhabiting the quality after the expected further training.  The criteria themselves are followed by explanatory notes which may help in their application.

| Band | Characteristics of Band |
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| 5 | **Inhabits the quality very well and may inhabit some aspects with excellence.**<br><br>• Typically, most of the indicative evidence will be demonstrated and will show significant strengths in some domains which will provide the basis for strategic learning in CMD<br>• Shows across the domains a pattern of real depth and openness of character without any obvious gaps<br>• Shows across the domains a pattern of very good self-management in role including capacity to nurture their relationship with God, pattern of life and their own resourcing for ministry<br><br>• Shows across the domains a pattern of very good practice in ministerial and mission skills in the contexts of IME2 which are enabling, collaborative and based on attentive listening<br>• Ample evidence of ready openness to development, growth and formation with significant potential to exercise ministry with impact in their first post of responsibility/next post<br>• The minister demonstrates a consistent pattern of life in which time is regularly set aside for reflection individually and with others. In their reflections, they consistently demonstrate the capacity to place events and situations in their broader context. They make creative connections and demonstrate honest self-understanding. In theological reflection, they not only interpret events and situations from a Christian perspective but allow events and situations to challenge their interpretation of Scripture and theological positions. |
| 4 | **Inhabits the quality well and comfortably.**<br>• Typically, much of the indicative evidence will be demonstrated and will show quality across the domains with some areas of real strength for ongoing learning in CMD<br>• Shows across the domains a pattern of growing depth and openness of character<br>• Shows across the domains a pattern of good self-management in role including capacity to nurture their relationship with God, pattern of life and their own resourcing for ministry<br><br>• Shows across the domains a pattern of good practice in ministerial and mission skills in the contexts of IME2 which are enabling, collaborative and based on attentive listening<br>• Good evidence of openness to development, growth and formation with potential to exercise ministry well and comfortably in their first post of responsibility/next post<br>• The minister demonstrates a consistent pattern of life in which time is regularly set aside for reflection individually and with others. In their reflections, they notice processes at work and occasionally demonstrate the capacity to place events and situations in their broader context. They make creative connections and demonstrate honest self-understanding. In theological reflection, they consistently interpret events |

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| <span style="color:green">■</span> | and situations from a Christian perspective and on most occasions allow events and situations to challenge their interpretation of Scripture and theological positions. |
| **3** | **Inhabits the quality competently, though there may be limitations in some areas that CMD needs to address.**<br><br>• Typically, a good deal of the indicative evidence will be demonstrated with competence but there are some gaps which would lead to a recommendation for focused learning in CMD<br>• Shows across the domains a pattern of growing depth and openness of character which may have a few weaker areas which will need attention in CMD (this is deliberately worded like Band 4 but a judgement needs to be made about whether the gaps indicate the need for more time in IME2)<br>• Shows across the domains a pattern of competent self-management in role including capacity to nurture their relationship with God, pattern of life and their own resourcing for ministry<br><br>• Shows across the domains a pattern of competent practice in ministerial and mission skills in the contexts experienced in IME2 which are enabling, collaborative and based on attentive listening but where there may be some areas needing strengthening in CMD<br><br>• Sufficient evidence of openness to development, growth and formation with the desire and capacity to address areas of weakness in their first post of responsibility/next post<br>• The minister is a competent reflective practitioner but has difficulty setting aside time for reflection. Their reflections are mostly individual and only occasionally involve others. They make creative connections and demonstrate honest self-understanding. In theological reflection, they interpret events and situations from a Christian perspective but rarely allow events and situations to challenge their interpretation of Scripture and theological positions. |

| 2 | **Does not yet inhabit the quality competently but is expected to do so given more time in IME2 to address this before they can move to a next post.** |
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| | • This band is used when there are aspects of inhabiting this quality that are not yet at the depth required before the curate moves to a next post but are realistically expected to be so within a year of additional curacy formation time. These aspects need to be specific and remediable. The remaining aspects of the quality are assumed to be in Band 3 or above. |
| | • A good deal of the indicative evidence will be demonstrated with competence but there are gaps to fill which can be within a year of additional IME2 |
| | • Shows across the domains a pattern of growing depth and openness of character which may have a few weaker areas (repeat of band 3 because this is about a disposition which if not present should mean the grade is Band 1) |
| | • Shows across the domains a pattern of mostly competent self-management in role including capacity to nurture their relationship with God, pattern of life and their own resourcing for ministry but has some gaps which need evidencing before progressing to a next post |
| | • Shows across the domains a pattern of competent practice with some gaps in ministerial and mission skills in the contexts experienced in IME2 which are enabling, collaborative and based on attentive listening.  The gaps need to be remediable before moving to a next post |
| | • Sufficient evidence of openness to development, growth and formation with the desire and capacity to address areas of weakness in an extra year of IME2 (Worded like Band 3 because the essential desire needs to be present for the remediable work to be done) |
| | • The minister is a competent reflective practitioner but has difficulty setting aside time for reflection. Their reflections are mostly individual and only occasionally involve |
| 2 | others. Their reflections focus on individual performance and meeting others' needs, without placing these in a broader context. They make limited connections and their reflections frequently omit a reflexive dimension. They demonstrate the ability in most situations to outline a Christian perspective but rarely allow their reflections to challenge their interpretation of Scripture and theological positions. |

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| **1** | **Does not inhabit the quality competently and the weaknesses are either not remediable at all or not remediable within an additional year of curacy formation. Therefore, the formation process should be discontinued** |
| | • This band is used when there are aspects of inhabit this quality that will not be met at the depth required before the curacy is to formally end even with a year of additional formation time. These aspects may include more fundamental causes for concern that mean the candidate is not possible to move to a next post. Within this Band, it is possible that some aspects of inhabiting the quality may be competent. Where a candidate has previously been given additional time in IME2 to undertake necessary developmental work within a quality, and has failed to do so satisfactorily, that is of itself sufficient reason to place them in band 1 for that quality, rather than to make a judgement on the chance that a further year of IME2 would enable them to inhabit the quality satisfactorily. |
| | • Some of the indicative evidence will be demonstrated with competence but there are significant gaps and weaknesses identified which cannot be remedied within an additional year of IME2. |
| | • Shows across the domains areas some pattern of growing depth and openness of character but there are aspects of this which are a cause for concern and would not allow a candidate to proceed to ordination |
| | • Shows across the domains a pattern of some competent self-management in role including capacity to nurture their relationship with God, pattern of life and their own resourcing for ministry but has gaps for which there is not enough time to evidence them before ordination |
| | • Shows across the domains significant weakness in ministerial and mission skills in the contexts of IME2 which cannot be remediable either in themselves or within the time additional time before the end of the formal curacy |
| | • Not yet sufficient evidence of openness to development, growth and formation that would give confidence for continuing in public ministry |
| | • The minister rarely sets aside time for reflection and rarely involves others in reflection. Their reflections focus on individual performance and meeting others' needs, without placing these in a broader context. They make limited connections and their reflections rarely involve a reflexive dimension. They show limited ability to interpret events from a Christian perspective and may be overly reliant on 'prooftesting'. |

**Formation Framework: reporting and assessment for those in IME 2**

**Part 2: Explanatory notes on the banding criteria**

The formation framework with its focus on how well a candidate inhabits each of the seven qualities needs a robust and transparent assessment tool to show how judgements have been made as to the level of inhabiting qualities.  The framework has moved away from the style of the 2014 formation criteria where the top level wording used in reporting changed between IME 1 and 2.  We now have a top-level wording which remains the same over the whole ministerial journey and this presents an issue about how we accurately determine the level of inhabiting of a quality at each stage of the journey.

These are some of the principles which are undergirding this process:

1) **Reporting will be on the seven qualities in four domains:** It is axiomatic to the whole framework that reports which are written on candidates are written to show a depth of inhabiting of the seven qualities in the four domains. The words which matter are therefore those in the Qualities grid and which are repeated in bold in the top boxes of the evidence of qualities grid.

2) **Evidence of qualities grid:** We have taken the decision to list, under each of the four domains, evidence which can be gathered to assess the depth of inhabiting the quality. We have chosen not to make a distinction between evidence which might be deemed to be essential and that which is desirable. This is partly because if we did, we will end up with the evidence itself becoming more important than the wording of the top-level quality which it is meant to serve.

3) **Banding document:** It is vital to see that the role of the banding document is a tool to assess the evidence which in turn serves to describe the inhabiting of the quality. It is that inhabiting which is the end point. There is no requirement to make an explicit judgement about which band the candidate falls in for each quality, unless this is part of a justification that the candidate is not able to proceed further, at least at this point. But the banding recognises that candidates should aspire to demonstrate more than the minimum necessary to proceed, and that most will do so.

4) **The component aspects of each colour within the banding document:** We have produced an example banding document. It is here at this level of detail that we want to be careful not to present to you something which is finished, rather this is a stage on the way forward. By seeing an example, it might also help us to spot where what we have is good and where it needs to change. The thinking behind this is trying to attend to that which we, as those involved in the formation process, often find so difficult. How do you make an assessment of a formation process that is partly based on assessing practice but is also an assessment too of deep traits of character to say nothing of spirituality and capacity to show how faith is put into action. But we need to do this without leaving you to make interpretative judgments that vary so widely across the church and which undermine the point in having a framework in the first place.

Five banding markers are proposed which operate on a simple traffic light system. In constructing these, we have tried to pay attention to the balance across the domains in each quality of 6 factors (and agreeing these is key to the whole process) which together will give a sense of how the candidate is inhabiting the quality

i. The **range of the evidence** across the domains – we have opted in the example not to quantify this but there maybe an argument to do so
ii. Four sub-points which arise from this range and which help spot patterns across the domains in each quality of
   • The candidate's **capacity to show depth and openness of character** – in other words, dispositions which are essential for growth and which arise from evidence

that focuses on "being." We recognise that these are not as explicit as some of the 2014 criteria statements. However, given the foundational importance of these to public ministry, we need to find a way to assess these.

- The candidate's **capacity to exercise ministerial skills** (and you will see that within IME1 we are proposing that this evidence is drawn from limited contexts but in IME 2 is drawn from more diverse and complex contexts) – this focus is on "doing" but also on integrating "knowing." This is about assessing their capacity to listen, to enable, to collaborate and other important skills of ministry.

- The candidate's **capacity to manage themselves in role** – this picks up the evidence from within the "self" column especially. This recognises the capacity of weaknesses in this area to derail a ministry but it is an area where those who work in IME1 have found it hard to make judgements. It is about spotting patterns or seeing gaps in prayer life, in time management and self-awareness for instance

- The candidate's **capacity to grow** noting that some candidates will be later in developing than others but is about spotting patterns of openness to the future, to learning and being formed. iii. Lastly and as something of a summation, the **capacity to be a reflective practitioner** of which more is said below

This may initially look very complex but it is intended to help in the process of turning what we may intuitively think about a candidate into something that is well-evidenced. But it also invites us to spot patterns across the domains of the quality as to how well the candidate is doing to show that being, doing, knowing and growing are well integrated aspects of their formation.

5) **Reflective Practice:** This is the area of assessment that is possibly the most contentious because there is no shared and common understanding of what we mean by reflective practice. Reflective Practice is partly about a capacity to make creative connections between faith and life alongside an honest self-understanding but it is also about something deeper. We are drawing here from work done on the progress people can be expected to make in supervision from focussing on their own performance; to meeting the needs of others; to reflection on the process; to process in context. Reflective practice also links with the capacity to enable others with the question whether the minister is sharing his/her reflective activity with others so that all learn together. As regards *theological reflection,* there is the question whether they are doing one-way or two-way reflection, applying their theology to situations (which is fine as far as it goes) or in addition allowing the situation to ask questions of their theology / interpretation of the Bible (which is richer). Research on youth workers and theological reflection also suggests that easily the biggest obstacle to reflection is the difficulty of setting aside the time. This suggests that effective reflective practitioners also need to be able to manage their schedules to make time for this activity. And finally, we are asking questions about how their reflective practice is linking up with their prayer life and how they are able to bring God into the reflective process.

6) **What the Colour coding represents:** These six factors combine to give evidence of where a candidate lies in the strength of inhabiting a quality. We have tried to reflect this in a colour

coding which operates on a traffic light system.  This is a judgement made for the particular stage of development the curate has reached.  It has similarities to the kinds of schemas employed in adult skill based acquisition skill-based judgements which are made in other professions moving from novice, to advanced beginner, to competence, to proficiency and to expert.  We may have questions about the wording of this taxonomy but the essence is that moving through it is dependent upon becoming more intuitive in your practice and more absorbed in your awareness.

Red 1: where a candidate is so weak that there is no chance in the time available for them candidate to inhabit the quality in sufficient depth that they can be signed off at the end of curacy.  Appearance of red must call into question continuance of the formation process.

Orange 2: where a candidate shows weakness in some aspects of inhabiting the quality but that these are deemed to be potentially remediable within a closely defined time-limit, i.e no more than a further 12 months of IME 2 before they move to a next post.   Orange is an indication for the need for extra work to be done but there has to be realism that it can be done over that defined time-frame.  It would be expected that this orange band would also include much of what would be seen in the Yellow Band 3 below – in other words a candidate who, once they have had time to work on specific areas, would be expected to progress to the next stage of formation. However, a lack of capacity to progress and grow in the time-frame agreed will in itself be evidence and such that would be equivalent to a Red, Band 1 judgement.

Yellow 3: where a candidate shows competent and good enough evidence but where there are identifiable areas which need significant attention in the next stage of formation.  This is about the need to keep an eye on these areas.  Typically, a good deal of the indicative evidence will be seen but there are some gaps and weaknesses

Green 4:  This is where a candidate shows a good inhabiting of the quality across the domains and may include one or two areas where they are showing very good inhabiting of the quality.  Typically much of the evidence will be seen across the domains.  Even with good candidates, there will always be room for growth.

Dark Green 5:  There is where the candidate shows a very good inhabiting of the quality and there may well be areas where excellence is seen.

7) **Summative judgement**:  The summative judgement clearly needs to be based on the assessment of the individual qualities.  However, there is sometimes a substantive further judgement to be made in coming to an overall assessment of the candidate.

If a candidate who is presented for Incumbent level responsibilities is not inhabiting the qualities at this level, there may need to be consideration of whether presenting them under assistant level responsibilities may be the vocational outcome.
If there is a red band 1 judgement on any of the qualities, that would indicate that the candidate should not proceed to a further post.

If there is an orange band 2 judgement on any of the qualities, then that indicates that more time is needed before a recommendation to proceed can occur. That developmental work and time scale needs to be well defined. Where there is more than one quality that falls into band 2, it may be that the candidate could not be expected to address the necessary issues in a year, and hence a judgement needs to be made about whether the candidate can reasonably proceed further at this point. This includes a judgement about what would be required to address the relevant issues, not simply how many there are of them. If any qualities fall into band 3, that may also form part of the judgement about what can reasonably be expected to be the case after a further year

Yellow, Band 3, assessments of qualities are to be expected and consistent with an overall recommendation to proceed to a further post. However, there are significant issues noted which will need particular attention in that further post if the candidate is to minister appropriately within it. Where multiple qualities fall in band 3 there will need to be a judgement on whether the candidate can reasonably be expected to address all of the issues while fulfilling the demands of a new post or whether this indicates the need for more time to work on them prior to proceeding. Again, this includes a judgement about what would be required to address the relevant issues, not simply how many there are of them.

Where a candidate has band 4 or 5 judgements on all of the qualities, and no concerns are raised by the specific questions, it is expected that the recommendation will be to proceed. However, it is possible that a cross-cutting theme may suggest a more significant need for further development than is apparent from the judgement on the qualities separately.

8) **Attending to dispositions:** We need to acknowledge that in using this system of assessment, we need to make judgements based on evidence. However, we are making judgements based on the holistic discernment of a candidate's formational readiness which cannot simply be a matter of only meeting evidence statements. This is where there is a balance in our processes between ensuring that we have good sources of evidence but also that these can be held in dialogue with well-exercised intuition and with an awareness of the structural and political nature of our relationships as a church. Such a statement is not an excuse for badly evidenced judgements but it does remind us that something deeper is going on which both needs quantifying and describing and yet entirely transcends that too.

This is especially so with the understanding that we have as a church that the capacity for candidates to remedy weaknesses is very difficult in areas of dispositions involving aspects of their personality and character and the way that they relate. Detected weaknesses in these areas may be so strong in and of themselves as to place a potential stop on the ongoing formational journey. By contrast, other qualities such as showing growth in leadership skills will, given time and experience, enable a candidate to show evidence of meeting these. Inevitably, in any reporting, we need to be alert to naming both types of weakness but to also be utterly transparent when we may need to place more weight on some evidence than we do on others.

It is also worth noting that in this new formation framework, the way that evidence around a candidate's capacity to "be" is held differently from the previous formation criteria. For instance, there is no separate Personality and Character criterion, rather that material is now

dispersed around the grid – for instance throughout the "Self" column and the "Love for People" and "Wisdom" qualities rows. Evidence of a candidate's capacity to know, to do, to be and to grow are not compartmentalised but are holistically distributed around the grid. It is axiomatic that evidence is sought from across these sources but in practice, attention and weight may still need be given to the evidence which points to who a candidate is, the "to be" evidence. To that extent, those who make assessments may need to read down the "Self" column over all the qualities to see whether there are patterns emerging that require attention.

9) **Attending to the inter-related nature of the qualities and of the domains:** It is worth restating some of the background to how the seven qualities have been devised so that we can see their inter-connectivity.

- In some ways the four qualities Love for God, Love for People, Wisdom and Fruitfulness have an integrity as a foundational set of qualities across the domains. We would expect a candidate to show a good level of inhabiting the quality across the domains but experience has shown us that we need to keep an eye out on the "to be" aspects of the quality which might point to someone whose whole dispositional attitude is wrongly focused

- The Call to Ministry quality is in a sense the outworking of the Love for God, Love for People, Wisdom and Fruitfulness qualities in terms of the focus of those qualities in a form of specific ministry.

- In terms of Potential, you are looking to some extent at what you expect only to be fully apparent in the post after IME2. So you are looking at what the candidate manifests now which gives you appropriate confidence about their future capacity.

- Trustworthiness – there are some limited areas of this quality which act as roadblocks – the candidate can proceed no further if they have not completed safeguarding training, for instance. But equally this is the area which really seeks out the personal and professional integrity of the candidate and asks you to make a cumulative judgement on these issues. There is a tension inherent in this quality. It contains areas where failure to evidence what is needed is very serious but it is also the kind of quality which tries to make explicit all that has hitherto been implicit. It asks the really hard question about whether the candidate is fundamentally to be trusted as a public minister.

- In terms of the domains, report writing should pay attention to patterns which are emerging that run through a domain. As in point 7 above on dispositions, this might be in the Self domain but it is wise to pay attention to where a candidate might have strengths or weaknesses that appear throughout a domain – such as the World or the Church. This reading could give insights into areas both for development and indeed which may point to a strength in ministry.