**Annual Review of Staff Member / Volunteer**

***Confidential***

Parish of ………………………………………………….

*(To be completed by each member of staff or volunteer annually and returned and discussed with the supervising leader then forwarded to the Incumbent)*

We thank you for all you do for this parish organisation and hope that this exercise may be helpful as you reflect on your work.

The parish wishes to support you in your work with adults. Are there any areas of your work in which we might provide training to assist your skills development?

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Have you any suggestions for resources, or other ideas which might develop your work?

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Has there been any change in your personal circumstances which may affect your capacity to continue in this role? **YES / NO** (Please give details below if appropriate)

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Have you any questions you wish to ask or further comments you wish to make?

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