

Family Ministries Evaluation Form Sample

Instructions to Ministry Leaders and Ministry Organizers:

It is important to take time after every meeting, ministry, or event to evaluate the process and the experience. Consider logistics, organization, process, and results achieved. Ask committee members to reflect on their experiences, and send out a survey to all event participants.

Surveys may be distributed among participants at the end of the ministry event, sent by mail/e-mail, or shared via an online survey using SurveyMonkey or other online tools.

Questions for Planning Committee:

1. What went well?
2. What can be improved?
3. What impact did this have on participants? How do we know?"
4. Our goal for this program was to . . .
5. The results we expected were . . .
6. The results we achieved were . . .
7. Ways we would improve are to . . .
8. What we need to do next is to . . .

Participant Survey

See a sample survey for participants on pages 2–3. Ask what they liked, if the material was relevant to their needs, what could be improved. This feedback will provide you and your ministry team the information you need to discern what is working well and how to improve future ministries.

Workshop Evaluation Form Sample

1) What is your overall assessment of this ministry/event? (*please circle your choice: 1 = insufficient . . . 5 = excellent*)

1 2 3 4 5

2) What three things did you learn/discover/experience through this ministry?

3) Which topics or aspects of the workshop/event did you find most interesting or useful?

4) Did the workshop achieve the program objectives? Yes No

If yes, in what ways? If no, why?

5) Knowledge and information gained from participation at this event:

Exceeded my expectations Met my expectations

Did not meet my expectations Met some of my expectations

6) The knowledge gained will be useful in or applicable to my work or journey of faith (*please circle your choice*):

Definitely Mostly Somewhat Not at all

7) What information or experience was missing from this ministry event?

8) How could workshop/event have been made more effective?

9) Please rate the organization of the event (from 1 = insufficient to 5= excellent)

1 2 3 4 5

10) Comments and suggestions (include activities or initiatives you think would be useful for the future)

11) Further comments or suggestions

THANK YOU!