

Appendix 4

MDR in the Diocese of Blackburn: A short Guide for the Listener

Full details of the MDR scheme are available on the diocesan website (<http://www.blackburn.anglican.org/ministerial-development-review-mdr>)

The Role of Listener - Step by Step

- The Reviewee will get in touch with you to arrange a time to get together for their review discussion.
- At the discussion, start by agreeing timings for the different parts of the discussion. The Bishop's Report provides a helpful outline (and guidelines are given below).
- Invite your colleague to tell the story of the last year or two of their ministry and reflect upon it.
- Encourage them to identify things about which to be thankful, to celebrate.
- Invite them to share some of the pain and difficulties of the last year.
- Remember your role is to listen and to facilitate reflection and review. Listening is a real and tangible gift to the person with whom you are working.
- Encourage them, through their reflection, to learn from what has gone well and what has been frustrating or painful. Use What, Why, How questions to facilitate reflection and learning during this time working together.
- Encourage them to reflect on the feedback they have received from the Feedback Exercise.
- They might find it helpful to make notes on the Bishop's Report at the end of each section of the discussion, to record the things they want to remember from the discussion.
- Avoid the temptation to get bogged down in too much detail or to try to solve problems in this Review discussion.
- Keep your ears open for possible objectives, and note these together during your discussion to form a 'long list' or 'first draft' of possible objectives.
- As they look forward, encourage them to draw on the reflection and the 'draft list' of possible objectives to identify two or three objectives for the coming year or so.
- Ensure at least one of the objectives is about their personal well-being. ○ Help them to give shape to their objectives, following the template on the Bishop's Report sheet.
- It may be helpful to encourage them to think about what they can do to ensure their meeting with an Archdeacon or Bishop is most constructive and helpful.
- They will complete their own Bishop's Report and send it to the Bishop or Archdeacon with whom they will meet and to Sue Penfold for training & support needs.

Suggested timings	Standard Review Format	One Day	Overnight
	Recommended time for discussion 1.5 – 2 hours	Recommended minimum time for discussion 2.5 hours each	Recommended minimum time for discussion 4 hours each
Looking Back	40 minutes	1 hour	1 hour 45 minutes
Looking Forward	40 minutes	45 minutes	1.5 hours
Agreeing Objectives	40 minutes	45 minutes	45 minutes