**Ministerial Exit Interview**

*(To be done with the departing minister of the congregation by a member of the Congregational Life Staff or designee)*

**Introduction**

This interview is a tool for reflection and increasing self-awareness of the minister and for providing another lens about the congregation being served at the end of this ministry.

The Region will provide written copies of the report to the minister, the governing board of the congregation, and the Ministerial Transitions Office of the UUA. A copy should be kept for regional files.

The Region will also share the report with the interim minister(s), and the newly settled minister(s).

The Exit Interview provides an occasion for a representative of the UUA to check in with the minister to establish whether the minister has:

* Been in contact with the Transitions Office
* Connected or will connect with supportive colleagues
* Reviewed UUMA guidelines if they are staying in the area

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| **Date of interview:** |  |
| **Congregation:** |  |
| **City & State/Province:** |  |
| **Name of departing minister(s):** |  |
| **Date of minister’s departure:** |  |
| **Name of interviewer:** |  |

1. What went well during this shared ministry?

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1. What were the biggest challenges during this shared ministry?

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1. What did you learn during this shared ministry?

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1. Why did the ministry end?

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1. How was conflict handled during the ministry?

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1. How was the ministry shared between the minister, staff, and lay people?

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1. Were there any cultural shifts in the congregation during this ministry?

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1. What are your hopes for the future of this congregation’s ministry? Concerns?

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1. Anything else you want the UUA to know?

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