

Assessment Guide

This is provided as a guide to assess our preparation and response, and prepare the after action report. Take some time to assess yourself and the other's performance during and after the disaster. Complete the assessment considering those questions that pertain to your involvement in the disaster and relief effort.

A. Personal Assessment

1. Did I do enough, not enough, or too much?
2. Did I "burn out," and when?
3. Did I think my efforts were needed or not?
4. Did I keep my responsibilities to my family, the Conference, and the staff in balance?
5. Do I need counseling to help in my recovery?

B. Family Assessment

1. How has my family adjusted to the disaster?
2. Are any of my family members showing signs of delayed distress, such as recurring nightmares, wide mood swings, or emotional dysfunction?
3. Did you and your family become closer or more distant as a result of the disaster?
4. Do they feel the need of a move as a result of the disaster?
5. Does any of the family need counseling?

C. Assessment of Local Church

1. Was the church supportive of the relief efforts?
2. Was work delegated to lay persons? Could the work have been delegated more effectively?
3. How does the church view its ministry as a result of the disaster?
4. Did the church provide time away from their pastor?
5. Are there any matters relating to the disaster that the Pastor (staff) Parish Relations Committee (PPR/SPR) can help resolve?

D. Assessment of Local Pastor(s)

1. Was he/she involved to the extent that you sensed a genuine interest in the disaster?
2. Did you discuss procedures for various types of support?
3. Did he/she need help from other pastors in the District?
4. Was he/she available when needed?

E. Assessment by Local Church Pastor(s)

1. Was your congregation supportive of your efforts?
2. Could you have delegated some responsibilities more effectively?
3. How does the congregation view your ministry as a result of the disaster? Have you discussed this issue and other matters relating to the disaster with your PPR (or SPR) Committee?
4. Did the church provide you and your family some time away after the heavy work of disaster relief eased?

F. District Assessment

1. Was the District organized adequately prior to the disaster? What areas need to be strengthened before the next disaster?
2. Did the District organize effectively after the disaster? Were you satisfied with the work of the District Committees?
3. Were volunteers from the District organized and were they effective?
4. Were you able to work effectively through the Conference &/or District Coordinator for Disaster Preparedness and Response?

G. District Superintendent Assessment

1. Was he/she involved to the extent that you sensed a genuine interest in the disaster and in your circumstances?
2. Did you discuss procedures with regard to various types of support?
3. Did he/she provide help from other pastors in the District?
4. Was he/she available when needed?

H. Conference Staff Assessment

1. Were the staff members supportive of your efforts?
2. Did you delegate your work effectively? Could it have been done better?
3. Are there other matters relating to the disaster that should be discussed with the Bishop, Cabinet or the Conference Personnel Committee?

I. Conference Assessment

1. Was the Conference Disaster Preparedness and Response Coordinator or designee in touch with you soon after the disaster?
2. Were all the procedures for accessing UMCOR dollars and other procedures clearly explained? Were the procedures easily applied?
3. Were you and the Coordinator able to work well together?
4. Was the Conference Early Response Teams deployed effectively?
5. Was the Conference UM Volunteer in Minister responsive to the Long Term Recovery needs?

6. Was support timely?
7. Was this Conference Disaster Plan helpful? Are there changes you would suggest?

J. Episcopal Assessment

1. Did the Bishop exhibit a direct interest in the disaster?
2. Did the Bishop serve as an advocate with the District and the Conference?
3. Did you receive support from other members of the Cabinet and Executive Staff?

K. After Action Review

1. An after action review of the disaster should be held after the last requests for assistance are completed.
2. The meeting should include all the key personnel at all levels of the relief and recovery effort are reviewed and how the effort went and how the response could be improved in the next disaster?

L. After Action Report

1. A statistical overview and final report should be compiled based on the information obtained at the After Action Review.
2. The Conference Director of Connectional Ministries should receive as many copies of this report as he/she deems necessary for the benefit of the staffs who were actively involved in the response effort.
3. An After Action Report must be proved to UMCOR on forms provided by UMCOR.