**Key:**

Action taken by Minister

Action taken by others

**1**

**2**

**3**

**4**

**5**

**10**

**9**

**8**

**7**

**6**

Minister selects Co-Workers – at least three, one from a secular setting (see further details and due date in Step-by-Step guide)

Minister sends email addresses and telephone numbers of
Co-Workers to Lynne, lpreston@diocant.org

Minister completes Self-Review online

Minister receives summary of Co-Workers’ responses, Self-Review and a biography of a Consultant Reviewer for approval

Minister meets with Consultant Reviewer, working together on Personal Development Plan (PDP)

Consultant Reviewer sends completed PDP to Lynne

Lynne sends PDP to Director of Mission and Ministry, Archdeacon and Bishop

If requested, Director of Mission and Ministry will contact minister to follow up development points raised in PDP

Lynne liaises with Archdeacon’s office to request a meeting for minister 6 months after date of PDP, or sooner if preferred

Lynne liaises with Bishop’s office to request a meeting for minister 6 months after meeting with Archdeacon,
or sooner if preferred