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**CMD Annual Audit Form**

This form is to be used by all ministers who engage with The Baptists Together scheme for Continuing Ministerial Development. It is taken from Appendix 6 of the CMD handbook pdf, but is presented here as a Word document on its own that may be filled in and expanded as required.

Each minister engaged in CMD meets with a colleague once a year to discuss their CMD in a ‘CMD audit meeting.’ This form guides them through that process and enables them to record the progress of their CMD over the previous twelve months and their plans for the coming twelve.

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 BUGB operates as a charitable incorporated organisation (CIO) with registered Charity Number: 1181392

**CMD annual audit form**

Taken from CMD Handbook, Appendix 6

**Your name: Your CMD peer:**

**Date of CMD audit meeting:**

**Section 1. The last twelve months**

**Please complete this section prior to your annual CMD audit, expanding the space for each answer as required.**

**How have you have engaged with the five CMD habits in the last year? (A description of each habit is in the CMD handbook.)**

1. **Learning** – your pursuit of new insight, knowledge or skills.
2. **Attentiveness** – your nurture of your own relationship with God, personal well-being, and relationship with family and friends.
3. **Accountability** – your meetings with a mentor, pastoral supervisor, spiritual director, coach or other form of accompaniment.
4. **Connection** – your fellowship with and support for other Baptist ministers, your association, our Baptist colleges, or our Baptist Union.
5. **Review** – Did you undertake a ministry review in the last twelve months? Yes / No

If no, when is your next ministry review due?

**Section 2. The coming twelve months**

**Please complete this section in conversation with your CMD peer at your CMD audit meeting.**

**What are your aims for CMD in the coming year? If helpful, include target dates for any actions you identify.**

1. **How will you foster learning?** Be specific about any area of study, skills training, or experience you will pursue and how you will follow this up.
2. **How can you continue to be attentive to your own well-being?** Outline ways to sustain or deepen your relationship with God. Highlight any devotional practices to learn or re-establish, and how you will do this. List any changes you will make towards your care for yourself or your loved ones.
3. **How will you foster accountability?** Think about the type of accountability relationship that will be helpful in the coming season. Identify who you will approach if a fresh accountability relationship would be best. Please also consider any specialist support you require such as counselling.
4. **How will you foster connection?** Note the ways you can give and receive support to and from other Baptist ministers. How will you serve the wider family of Baptists Together?

**How can you make the most of a ministry review?** If a 360o ministry review is due in the next year, can you identify the individuals who will collectively give you the most helpful feedback, and the person you will ask to collate the results?