



## Guidance for Mentors Prior to First Visit to Key Influencers

- At the meeting you will need to help the parish prepare for the survey. See "Pre-Survey Planning Meeting - Briefing Sheet"
- On the Healthy Churches webpage you will also find the "Survey Day - Briefing Sheet" which outlines all that needs to be done on the survey day itself. I am now recommending that the Mentor does not go to the actual survey but that the local parish handle it with advice from the mentor beforehand - the briefing sheet contains all that is necessary.
- The survey forms are also on the same web page - a special one for the incumbent to complete **before** the survey day and the participants' one for the "30" to complete, including the incumbent.
- The survey forms need to be returned to the Healthy Churches Development Mentor (HCDM) at the Diocesan Office or his home for processing. He will pass on the results to you to feedback to the incumbent and then the leadership team as you take them through the 8EQs Cycle. There is also a Briefing sheet on the web site page for doing the feedback.
- If you have not received the results 5 days before your feedback contact the HCDM urgently.
- Please keep the HCDM advised of dates, especially when the survey is happening.

