

Everybody Has A Part

Spiritual Gifts Tests Resource

Manual Scoring

by

Ministry Tools Resource Center
<http://MinTools.com>

Recruiting workers seems to get harder as the years go by. People are just so busy. Since there is a limit on the time people are willing to serve, we all the more need to encourage maximum effectiveness. Knowing how people are gifted is the starting point. May God help your body grow as each person does their part.

From Him the whole body, joined and held together by every supporting ligament, grows and builds itself up in love, as each part does its work. (Ephesians 4:16)

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Contents of Download

7gifts-test.pdf - forms needed to assess the following gifts:

exhortation
giving
leadership
mercy
prophecy
service
teaching

15gifts-test.pdf - forms needed to assess the following gifts:

administration	knowledge
discernment	leadership
evangelist	mercy
exhortation	pastor
faith	service
giving	teaching
helps	wisdom
hospitality	

20gifts-test.pdf - forms needed to assess the following gifts:

administration	knowledge
apostle	leadership
discernment	mercy
evangelist	miracles
exhortation	missionary
faith	pastor
giving	prophecy
healing	service
helps	teaching
hospitality	wisdom

GeneralInfo.pdf - 1 page handout with General Info about spiritual gifts including a definition, the purpose of spiritual gifts and thoughts on how to identify your gifts

GiftDefinitions.pdf - 28 pages of Gift Definitions which include a page for each individual gift with most pages suggesting a definition, Scripture reference for it, Greek word used, Scriptural role model listed, characteristics of someone with this gift, ministry areas & tasks using this gift and some observations about this gift

MinistryAreas.pdf – 3 pages listing Ministry Areas, some tasks within those areas, and gifts that are best used in those areas

7def-list.pdf, 15def-list.pdf, 20def-list.pdf - 1 or 2 page definition lists to use as handouts after administering the different tests

Collecting the Data:

- 1. Decide if you want to use the 7, 15, or 20 gifts test.**
- 2. Print the test form and response sheet for each person who will be taking the test.**
See #1 below under 'Deciphering Data' before printing an instruction sheet for everyone.
- 3. Have the people complete the spiritual gifts test.**
 - The spiritual gifts test is completed by choosing a number from the choices at the top of the page which best describes them. People must respond to each statement for the test to be valid. They should respond based on how they feel within, not according to what is expected because of a position they hold or how they feel they ought to be. That means, regardless of their past/present ministry experience, they should not have mostly all 1's.

Deciphering the Data:

- 1. Determine the process you wish to follow and print out the number of instruction sheets you will need.**
 - You may collect the response sheets and score their tests yourself. In that case you will only need to print one of the instructions sheets.
 - You may ask those taking the test to score their own tests, telling them what to do step by step. In that case you only need to print one of the instruction sheets for you to use as you verbally instruct.
 - You may ask those taking the test to score their own tests giving them each a copy of the instructions to follow on their own. In that case you will need to print an instruction sheet for each person.
- 2. Score the tests and determine gifting using the instructions sheet.**
 - Scoring for the 7, 15, and 20 gifts tests is slightly different. You need to make sure you use the instructions for the test you administered.

Communicating & Using the Results:

1. Provide results in writing.

- If you scored the tests yourself, make a copy of the results for your records and give the people a copy of their results.
- If you asked them to score their own tests, collect the results and record people's gifting for your own records. Be sure to give back the results to them.
- Along with the results, you may also want to provide a copy of the General Information sheet and the specific spiritual gifts definitions handout.

Note: If you do not want to give each person the entire definitions handout, you may copy only the gifts they have.

2. Set up a consultation date to discuss how people can use their gifts in your setting.

- You will need to know what the ministry needs are in your church or organization in order to do this. You will also need to know what gifts are essential to filling those needs. You can use the Ministry Areas pages in this resource to help you determine gifts that may be used in the different ministry areas.
- Before expecting a commitment to ministry, give the person opportunity to think about and pray over the results.

3. Schedule follow-up with each person.

- Many people will not take the initiative to implement the recommendations. Plan to contact people after a short period of time passes to see what they have done and to assist them in any way you can.
- Keep reminders before them.

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