Church Community Ministries CCSW6364

New Orleans Baptist Theological Seminary
Church and Community Ministries Division
Fall 2017, Mondays 2:00-4:50 PM
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The mission of New Orleans Baptist Theological Seminary is to equip leaders to fulfill the Great Commission and the Great Commandments through the local church and its ministries.

Purpose of the Course
The purpose of this course is to prepare students to develop weekday programs for churches and faith-based community ministries based on the needs of the community as well as spiritual needs.

Core Value Focus
The course will emphasize the seminary's current core value focus assigned annually by the Administrative Council. For the 2017-2018 academic year, the core value is Servant Leadership.

Doctrinal Integrity – Knowing that the Bible is the Word of God, we believe it, teach it, proclaim it, and submit to it. The doctrinal statements used in our evaluations are our Articles of Religious Belief and the Baptist Faith and Message Statement.

Spiritual Vitality – We are a worshiping community, with both personal spirituality and gathering together as a Seminary for the praise and adoration of God and instruction in His Word.

Mission Focus – We are not here merely to get an education or to give one. We are here to change the world by fulfilling the Great Commission and the Great Commandments through the local church and its ministries.

Characteristic Excellence – What we do, we do to the utmost of our abilities and resources as a testimony to the glory of our Lord and Savior Jesus Christ.

Servant Leadership – We follow the model of Jesus and exert leadership and influence through the nurture and encouragement of those around us.

Curriculum Competency Addressed

This course will address the following curriculum competencies:

Disciple making: This course will prepare the student to mobilize the church for missions, evangelism, discipleship, and applied ministry.

Mission Focus: This course will prepare the student to engage in church and community based ministries emphasizing the fulfillment of the Great Commission and Great Commandments.

Course Description

A special study is made in the development of weekday programs for churches and faith-based community ministries. Emphasis is placed on discovering needs of a community and developing programs to meet these needs as well as the spiritual needs of people. Attention is given to church and community surveys in addition to supervision and administration of weekday ministries.

Student Learning Outcomes

In order to serve churches effectively through Christian Education, the student, by the end of the course, should:

1. Be able to apply their knowledge and comprehension of church and community weekday ministries to meet community needs.

2. Value community ministries.

3. Be able to administer church and community surveys and to supervise and administer weekday ministries.

Required Readings

The following texts and resources are required reading for class discussions and are to be read in their entirety unless otherwise specified.

Required Texts

Morgan, Tony, and Tim Stevens. *Simply Strategic Volunteers: Empowering People for Ministry*. Loveland, CO: Group, 2005.

North American Mission Board. *His Heart, Our Hands: A Guide to Ministry Evangelism*. Alpharetta, GA: North American Mission Board, 2001.

Rusaw, Rick, and Eric Swanson. *The Externally Focused Church*. Loveland, CO: Group, 2004.

Sider, Ronald J., Philip N. Olson, and Heidi Rolland Unruh. *Churches that Make a Difference: Reaching Your Community with Good News and Good Works*. Grand Rapids: Baker, 2002.

Wambeam, Rodney A. *The Community Needs Assessment Workbook.* Chicago: Lyceum.

Course Teaching Methodology

Units of Study

Unit 1: Introduction/Biblical Basis
Unit 2: Historical and Philosophical Foundations for Ministry
Unit 3: Current Context for Ministry
Unit 4: Starting a Ministry
Unit 5: Ministry Evangelism Examples
Unit 6: Church Assessment
Unit 7: Community Needs Assessment
Unit 8: Working with Volunteers: Overview and Recruiting
Unit 9: Working with Volunteers: Training and Supervision
Unit 10: Funding
Unit 11: Evaluation/Policies and Procedures
Unit 12: Nonprofit Organizations/Faith-Based Initiatives
Unit 13: Advocacy and Social Action
Unit 14: Ministry Evangelism in Different Contexts

Teaching Method. Lecture, discussion, guest speakers, videos, role plays, and case studies will be utilized in this in-class course.

Assignments and Evaluation Criteria

I. Church Evaluation
- Each student will complete an evaluation of his/her church using *The Externally Focused Church*. Students should use the discussion questions at the end of each chapter as a guide for their papers. The evaluation should be 5 typed, double-spaced pages with a Turabian cover sheet.

II. Ministry Project Paper
- Each student is to design a ministry* for his/her church. The paper should include the following: introduction, description of ministry area and need for ministry, Biblical basis for ministry, description of the church and community (including demographic information), design of the ministry, plan for implementation in the church (including a plan for recruiting, training, and supervising volunteers), conclusion, footnotes, and works cited. Each section of the paper should relate specifically to the student's chosen ministry.
- The paper is to be typed according to Turabian. Papers should be typed, double-spaced with 12 point type. The body of the paper should be 14-15 pages in length.
- Twelve sources are required for the paper. Although students can use textbooks and class notes for their papers, these sources will not be counted as part of the 12 required sources.
- Papers will be graded on content, organization, and form. The paper will be graded as follows:

Title Page/Table of Contents/Introduction	5 points

Description of Church and Community	10 points
Description of Ministry Area and Need for Ministry	10 points
Biblical Basis for Ministry	10 points
Design of the Ministry	20 points
Plan for Implementing the Ministry	20 points
Conclusion	5 points
Works Cited	10 points
Grammar/Spelling/Turabian OR APA (including footnotes)	10 points
Total	100 points

* Possible ministry topics include campground ministry, criminal justice ministry, English as a Second Language, homeless ministry, hunger ministry, ministry with migrant workers, pregnancy care ministries, nursing home ministry, refugee resettlement ministries, raceway ministries, transportation ministries, multi-housing ministries, substance abuse ministries, ministry with seafarers, tutoring children and youth, special needs ministries for families, afterschool programs. Any topic not listed above should be approved by the professor.

III.   Ministry Assignment *or* Research Paper
   Option 1: Ministry Assignment or Student Training for Mayoral Forum

- Each student will participate in a community ministry assignment at an approved site for a total of 20 hours. Students will choose a ministry location in consultation with the professor.
- Students cannot get "double" credit for the ministry hours in this course. For example, students cannot count the hours required in another course for the hours in this course. Students cannot receive credit for previous volunteer experience.
- The student will arrange a schedule with the on-site coordinator at the beginning of the semester. Each ministry will have different needs and students should adjust their volunteer schedules accordingly (e.g. 10 weeks for 2 hours; 7 weeks for 3 hours; 5 weeks for 4 hours). At a minimum, students should go to their placements at least 5 weeks during the semester; volunteering less than 5 weeks will result in at least one letter grade reduction. Please do not ask for special arrangements to accommodate your schedule.
- Students will complete a Ministry Assignment Contract (available on Blackboard) with their on-site supervisor. A copy of the contract should be submitted to the professor by **September 11**.
- Students will submit a 1 page midterm report on their ministry assignment on **October 9**. The midterm report should include a brief summary of the student's volunteer experience including any problems or challenges encountered. Students will submit a 3-4 page final report on their ministry assignments. The reports should be typed, double-spaced (12 point Times New Roman type) and submitted with Turabian or APA style cover pages. The final report should contain a summary of volunteer responsibilities and an evaluation of the volunteer experience. A record of hours completed (form available on Blackboard) should be submitted with the final report.
- Each student will be evaluated by the on-site coordinator at the ministry site. The supervisor's evaluation form is available on Blackboard.

- Grade for Ministry Assignment
  - Ministry Hours Completed   50 points
  - Ministry Assignment Contract   10 points
  - Reports (Midterm and Final)   25 points
  - Supervisor's Evaluation   15 points

- <u>Option 2: Research Paper</u>
- Students who choose this option will select a topic related to church and community ministries as the focus of research. The professor will meet with students who select this option to discuss possible topics.
- Students will complete a 30-page research paper on the chosen topic. Papers should be typed according to Turabian or APA Style depending upon one's major (Social Work uses APA). A minimum of 20 sources are required for the paper.

IV.   Exams
- Students will complete midterm and final exams on the scheduled dates.

Course Evaluation

Assignment	Percentage of Grade	Due Date
Church Evaluation	15%	October 23
Ministry Project Paper	25%	November 13
Ministry Assignment or Research Paper	25%	November 27
Midterm Exam	15%	October 9
Final Exam	20%	December 11-14

Course Policies

Reading Assignments
> Students are responsible for completing all reading assignments. Reading accountability will be assessed on the midterm and/or final exam.

Professor's Policy on Late Assignments
> All work is due at the beginning of class on the assigned day. The grade for late assignments will automatically be reduced by 10 points. Assignments that are over one week late will not be accepted.

Professor's Availability and Assignment Feedback
> The student may contact the professor at any time using the email address provided in the course syllabus. The professor will make every effort to return answers to emailed questions within a 24-hour period of time. Assignments requiring grading will be returned to the student within a reasonable period of time. Student feedback on graded assignments will be provided through the grading rubric located in the student's Blackboard Grade Book. The student will find comments in the grading rubric, as well as

on graded paper assignments. The student may also email the course grader with questions regarding grading.

Academic Honesty Policy

All graduate and undergraduate NOBTS students, whether on-campus, internet, or extension center students, are expected to adhere to the highest Christian standard of honesty and integrity when completing academic assignments for all courses in every delivery system format. The Bible provides our standard for academic integrity and honesty. This standard applies whether a student is taking tests, quizzes, exams, writing papers, completing Discussion Boards, or any other course requirement.

Plagiarism on Written Assignments

NOBTS has a no tolerance policy for plagiarism. Please be aware that plagiarism in certain cases may result in expulsion from the seminary. Refer to the NOBTS Student Handbook   http://www.nobts.edu/_resources/pdf/studentservices/NOBTSHandbook.pdf where the definition, penalties and policies associated with plagiarism are clearly defined.

Classroom Parameters

Please arrive on time.
Turn off mobile devices. Utilize laptops and other technology for class purposes only.
Respect the professors and other members of the class.
Maintain confidentiality when someone shares personal information.
Participate in class and group discussions. Students are expected to dialogue with guest speakers who come to class. In order to enhance classroom participation, the professor prefers that students not use laptops or other technological devices in class on the days when guest speakers are present.

Extra Credit

No extra credit opportunities will be available for individual students. If this changes, extra credit opportunities will be available to all students.

Academic Policies

Academic policies relater to absences, grading scale, final examination schedules, and other topics can be found in the current online catalog: *New Orleans Baptist Theological Seminary Academic Catalog.*

Blackboard and ITC Technical Support

Blackboard is the instructional platform used in this class. Please make sure that your contact information is accurate and up-to-date. If you need assistance accessing Blackboard, Selfserve, or other technical support, please contact the Information Technology Center (Hardin Student Center 290 or call **504.816.8180**). Here are other helpful links to ITC assistance.

- **Selfserve@nobts.edu** - Email for technical questions/support requests with the Selfserve.nobts.edu site (Access to online registration, financial account, online transcript, etc.)

- **BlackboardHelpDesk@nobts.edu** - Email for technical questions/support requests with the NOBTS Blackboard Learning Management System NOBTS.Blackboard.com.

- **ITCSupport@nobts.edu** - Email for general technical questions/support requests.

- **www.NOBTS.edu/itc/** - General NOBTS technical help information is provided on this website.

- For Student Assistance in using Blackboard, visit: **Student Bb Help**

Netiquette:

> Netiquette refers to appropriate online behavior in Blackboard or other online discussions. Each student is expected to demonstrate appropriate Christian behavior when working online on Discussion Boards or whenever interaction occurs through web, digital, or other electronic medium. The student is expected to interact with other students in a fashion that will promote learning and respect for the opinions of others in the course. A spirit of Christian charity is expected at all times in the online environment.

Policy for Graduating Seniors

> Graduating Seniors are responsible for alerting the professor of your intention to graduate. All of your assignments must be completed by noon (12:00 PM) on the Wednesday prior to commencement exercises.

Emergency Plan

> In the event of a hurricane or other emergency, go to the seminary web site for information: www.nobts.edu. Also, students should use Blackboard to follow any announcements that may be posted. Students should ensure their current email address is updated on Blackboard.

Course Schedule

Unit/Date	Topic	Assignment
Unit 1 8/21	Introduction Why Ministry Evangelism? Biblical Basis	*His Heart, Our Hands* (HHOH), Chapters 1-3 Rusaw & Swanson, Appendix Gospel of Luke
Unit 2 8/28	Historical Basis Philosophical Foundations for Ministry	Sider, et al, Chapters 1-2 Rivers, L. "Baptist Centers: Influences and Education." *Baptist History and Heritage Journal 46*, no. 2 (Summer 2011), 77-89; Wambeam, pp. ix-7
Unit 3 9/11	Current Context of Ministry Starting a Ministry:	Rusaw & Swanson, Chapters 1-2 HHOH, Chapter 4, Appendices A-C Wambeam pp. 9-20

	Overview	Love Neglected Neighbors available at [http://www.namb.net/Neglected_Neighbors/]
Units 4-5 9/18	Starting a Ministry Ministry Evangelism Example	Sider, et al., Chapters 8-9 Rusaw & Swanson, Chapters 6-7 Wambeam, Chapter 2
Units 5-6 9/25	Ministry Evangelism Example Assessing Your Church Understanding Data	Rusaw & Swanson, Chapters 3-5 Sider, et al., Chapters 6-7, 12 (p. 249-257) Wambeam, Chapter 3
Unit 7 10/2	Community Needs Assessment Qualitative Data	Sider, et al., Chapter 12 (p. 257-270); Wambeam, Chapter 4; Rusaw & Swanson, Chapters 8-9 Mobilize Your Church Resources available at [http://www.namb.net/Mobilize_Your_Church_ to_LoveLoud/];
Unit 8 10/9	Involving People in Ministry Working with Volunteers: Overview Midterm Exam Quantitative Data	HHOH, Chapter 5; Complete Appendix D and bring to class; Rusaw & Swanson, Chapters 10-11 Wambeam, Chapter 5
Unit 8 10/23	Working with Volunteers: Recruiting Analyzing Data	HHOH, Chapter 7 Morgan & Stevens, pages 1-115 Wambeam, Chapter 6
Unit 9 10/30	Working with Volunteers: Training and Supervision Discussion of Morgan & Stevens Analyzing Data	Morgan & Stevens, pages 116-235 Wambeam, Chapter 7
Unit 10 11/6	Funding/Grants Research Questions	HHOH, Appendices E, F Sider, et al., Chapter 5 Wambeam, Chapter 8
Unit 11 11/13	Evaluation Policies and Procedures Technical Reports	Sider, et al, Chapter 7 (pages 151-165), Chapters 13-14 Wambeam, Chapter 9
Unit 12 11/27	Nonprofit Organizations Faith-Based Initiates Needs Assessments	*Starting a Nonprofit at your Church*, Chapters 1, 5, 9, 10 (on reserve); Sider, et al, Chapter 11 Wambeam, Chapter 10
Unit 13 12/4	Advocacy and Social Action Making a Difference	Sider, et al., Chapters 3-4

	in Your Community; Discussion of Sider	
Unit 14 12/11	Ministry Evangelism in Different Contexts Evaluation of Ministry Assignments Review/Conclusion	HHOH, MAP 14-19
12/11-14	*Final Exam*	*Taken online via Blackboard*

Note: The professor reserves the right to make adjustments in the schedule as needed.

Selected Bibliography

Atkinson, Donald A., and Charles L. Roesel. *Meeting Needs, Sharing Christ: Ministry Evangelism in Today's New Testament Church*. Nashville: LifeWay, 1995.

Bolton, Barbara, Mike Bright, and Byron Cressy. *Care and Feeding of Volunteers: Recruiting and Keeping an Excellent Volunteer Ministry Staff*. Cincinnati, OH: Standard Publishing, 2001.

Cobble, Jr., James F. "Screening Children's Workers." *Leadership* 23, no. 3 (Summer 2002): 72-77.

Corbett, Steve, and Brian Fikkert. *When Helping Hurts: How to Alleviate Poverty Without Hurting the Poor . . . and Yourself*. Chicago: Moody, 2009.

Danielson, Thay, Pat Lucas, Rose Malinowski, and Sharon Pittman. "Set Free Ministries: A comprehensive Model for Domestic Violence Congregational Interventions" *Social Work & Christianity*, 36 (2009): 480-493.

Dudley, Carl S. *Community Ministry: New Challenges, Proven Steps to Faith-Based Initiatives*. Bethesda, MD, 2002.

Huyser, Mackenzi. "Social Work with Volunteers" *Social Work and Christianity* 37, no. 1 (2010): 93-95.

Keith-Lucas, Alan. "The Church's Witness in Social Welfare" *Social Work and Christianity*, 37 no. 3 (2010): 330-340.

Keller, Timothy J. *Ministries of Mercy: The Call of the Jericho Road*, 2d ed. Phillipsburg, NJ: P & R Publishing, 1997.

Lewis, Robert, and Rob Wilkins. *The Church of Irresistible Influence: Bridge-Building Stories to Help Reach Your Community*. Grand Rapids, MI: Zondervan, 2001.

Maeker, Nancy, and Peter Rogness. *Ending Poverty: A 20/20 Vision: A Guide for Individuals*

and Congregations. Minneapolis: Augsburg Fortress, 2006.

Martin, Joyce Sweeney. *Faith Works: Ministry Models for a Hurting World*. Birmingham, AL: Woman's Missionary Union, 1996.

Poole, Jay, John C. Rife, Fran Pearson, and Wayne R. Moore. "Developing Community Partnerships With Religiously Affiliated Organizations to Address Aging Needs: A Case Study of the Congregational Social Work Education Initiative." *Social Work & Christianity*, 36 (2009): 176-191.

Roberts-Lewis, Amelia, and Tonya D. Armstrong. "Moving the Church to Social Action." *Social Work and Christianity*, 37 no. 2 (2010): 115-127.

Skjegstad, Joy F. *Starting a Nonprofit at Your Church*. Bethesda, MD: The Alban Institute, 2002.

_____. *7 Creative Models for Community Ministry*. Valley Forge, PA: Judson Press, 2013.

Sjogren, Steve, and Janie Sjogren. *101 Ways to Reinvest Your Life*. Colorado Springs: NavPress, 2003.

Special Needs – Special Ministry: For Children's Ministry. Loveland, CO: Group Publishing, 2004.

Unruh, Heidi Rolland, and Ronald J. Sider. *Saving Souls, Serving Society: Understanding the Faith Factor in Church-Based Social Ministry*. New York: Oxford University Press, 2005.

Student Services

This is a partial list of NOBTS student services available to all students, no matter your delivery system or location. If you have questions or do not see what you need here, please refer to www.nobts.edu/studentservices, email us at studentservices@nobts.edu, or call the Dean of Students office at 800-662-8701, ext. 3283. We are glad to assist you!

Need	Email	Phone	Web Page
Advising – Graduate Program	studentservices@nobts.edu	504.282.4455 x3312	www.nobts.edu/registrar/default.html #advising
Advising – Undergraduate Program	lcadminasst@nobts.edu	504.816.8590	www.nobts.edu/LeavellCollege
Church Minister Relations (for ministry jobs)	cmr@nobts.edu	504.282.4455 x3291	www.nobts.edu/CMR
Financial Aid	financialaid@nobts.edu	504.282.4455 x3348	www.nobts.edu/financialaid

PREP (help to avoid student debt)	Prepassistant1@nobts.edu	504.816.8091	www.nobts.edu/prep
Gatekeeper NOBTS news	pr@nobts.edu	504.816.8003	nobtsgatekeeper.wordpress.com
Information Technology Center	itcsupport@nobts.edu	504.816.8180	selfserve.nobts.edu
Help with Blackboard	blackboardhelpdesk@nobts.edu	504.816.8180	nobts.blackboard.com
Library	library@nobts.edu	504.816.8018	www.nobts.edu/Library
Online library resources	library@nobts.edu	504.816.8018	http://www.nobts.edu/research-links/default.html
Writing and Turabian style help	library@nobts.edu	504.816.8018	http://www.nobts.edu/writing/default.html
Guest Housing (Providence Guest House)	ph@nobts.edu	504.282.4455 x4455	www.provhouse.com
Student Counseling	lmccc@nobts.edu	504.816.8004	www.nobts.edu/studentservices/counseling services.html
Women's Programs	womensacademic@nobts.edu	504.282.4455 x3334	www.nobts.edu/women

For additional library resources in your state, check http://www.nobts.edu/library/interlibrary-loan.html
- GALILEO for Georgia students
- LALINC for Louisiana students
- Florida Virtual Library (http://www.flelibrary.org/) for Florida students
- Interact with us online at –

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