



**CCSW6364 Church Community Ministries**  
**New Orleans Baptist Theological Seminary**  
**Division of Church Ministry**  
**Spring 2022 Internet**

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**Mission Statement**

New Orleans Baptist Theological Seminary and Leavell College prepare servants to walk with Christ, proclaim His truth, and fulfill His mission.

**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.

**Course Teaching Methodology**

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

**Embedded Assignment**

Ministry Project Paper

Each student is to design a ministry for his or 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. 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 in addition to class notes and textbooks.

## Textbooks

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

Gospel of Luke

McKee, Jonathan, and Thomas W. McKee. *The New Breed: Understanding and Equipping the 21st Century Volunteer*, 2nd ed. Loveland, CO: Group, 2012.

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

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

Wambeam, Rodney A. *The Community Needs Assessment Workbook*. Chicago: Lyceum Books, 2015.

## Course Requirements

### I. Church Evaluation

**Due: March 7, 2022**

Each student will complete an evaluation of his or 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 NOBTS/Leavell College style guide cover sheet. Upload your paper on Blackboard in .doc (Microsoft Word) format.

### II. Ministry Project Paper

**Due: April 4, 2022**

Each student is to design a ministry\* for his or 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. 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 in addition to class notes and textbooks.

Papers will be graded on content, organization, and form. The points for each section are:

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/Style (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, multihousing 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. Community Ministry Experiences and Resources (Choose one of the following options.)

**Due: May 2, 2022**

**Option 1: Volunteering**

- Each student will participate in a community ministry volunteer experience 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 Agreement with their on-site supervisor. A copy of the agreement should be submitted to the professor by **February 7**.
- Students will submit a 3-4 page reflection paper on their ministry assignment on **May 2**. The paper should include a summary of volunteer responsibilities and an evaluation of the volunteer experience including any problems or challenges encountered. The paper should be typed, double-spaced (12 point Times New Roman type) and submitted with NOBTS/Leavell College style guide cover page. A record of hours completed should be submitted with the final report. Each student will be evaluated by the on-site coordinator at the ministry site.

Grade for Ministry Assignment

- Ministry Hours Completed 50 points
- Ministry Assignment Agreement 10 points
- Reflection Paper 25 points
- Supervisor’s Evaluation 15 points

**Option 2: Community Awareness Experiences**

Students choosing this option should complete 5 of the following experiences:

1. Attend a church service of another cultural group.
2. Interview a pastor of another cultural group about the strengths and needs of the cultural group. Include in your interview questions about how the pastor and the congregation seek to meet community needs.
3. Attend a community meeting.
4. Attend a city council or city government meeting.
5. Attend a chapel service at a homeless shelter or ministry center.
6. Participate in a community ministry activity for 3 hours.
7. Interview a church community minister. Ask questions about their ministry, blessings and challenges, populations served, funding, and church/community partnerships.

Students will write a 4-5 page reflection paper (typed, double-spaced) about their experiences discussing what they saw, how they felt, what they thought, and how the experience impacted them. Due: **May 2**.

**Note about COVID-19: The above assignments may need to be adjusted because of COVID-19 restrictions. The professor will work with students to make necessary adjustments.**

**Option 3 Resource File**

**Due May 2**

Students will research one of the following areas of church community ministries: 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.

The chosen topic should be different than the ministry area that is the focus of the Ministry Project Paper. Students will research their chosen topic, interview two people serving in the ministry area, and compile a resource file for the chosen ministry.

The resource file should include the following:

- An annotated bibliography of 10 current books or articles (since 2015) about the ministry area. The annotation should include the following: brief summary of the book or article, information about the author, intended audience, and relevance of the book or article to the ministry area.
- A list and description of 10 websites related to the chosen ministry area.
- Five examples of churches and organizations conducting the ministry in the chosen area, including a description of each ministry and contact information for each ministry. The student should interview a person at two of the ministry sites. The student should submit a one-page summary of each interview, including contact information for the interviewee and a description of that person's work within the ministry area.
- All entries in the resource file should be mutually exclusive.

The interviews and resource file will be graded as follows:

Annotated Bibliography	30 points
Websites	20 points
Ministry Examples	20 points
Interviews	30 points

**NOTE: All information must be properly cited to avoid plagiarism (e.g., if students utilize resources such as book reviews to complete the annotate bibliography, students should cite the sources in correct form).**

#### IV. Discussion Boards

Threaded discussion is intended to foster dialogue concerning the subject matter. Timely answers are critical for participating in threaded discussions. **Initial posts** to threaded discussions should be submitted by 11:59 p.m. on **Wednesday** of each week to allow time for further dialogue. All students are expected to respond to at least **2** initial posts per discussion board per week. **Response posts should be made on a different day than initial posts.** Response posts are due when the unit for which they are assigned closes. Threaded discussions should be timely and thought provoking, referencing reading content and making real-life application. **Points will be deducted for late initial posts. No late response posts are allowed in this course.** (See grading rubric below.)

#### Grading Rubric for Discussion Boards

Discussion boards are worth 10 points per unit and are graded based on the following criteria:

Criteria	Points Possible	Points Earned
Timeliness of Initial Post	0 (late)      1 (on time)	
Original Thought	0 (no original thoughts)    1 (minimal)    2 (adequate)	
Reference to Reading Materials	0 (none)    1 (minimal)    2 (adequate)	
Thoroughness of Posts	0 (superficial post)    1 (minimal) 2 (moderate)            3 (maximum)	
Number of Posts [{initial + response posts} (3 required)]	0 (only 1 post)    1 (2 posts)    2 (3 posts)	

#### V. Final Exam

Students will complete a final exam covering all the course materials. Students may use their textbooks

and notes for the exam. **The exam will be available at 8:00 a.m. on May 6 and is due at 11:59 p.m. on Monday, May 9.**

### **Evaluation of Grade**

The student's grade will be computed as follows:

Assignment	Percentage of Grade	Due Date
Church Evaluation	15%	March 7
Ministry Project Paper	25%	April 4
Community Ministry Experience	25%	May 2
Discussion Board	15%	Weekly as assigned
Final Exam	20%	Monday, May 9, 11:59 p.m.

### **Technical Assistance**

For assistance regarding technology, consult ITC (504-816-8180) or the following websites:

1. [Selfserve@nobts.edu](mailto:Selfserve@nobts.edu) - Email for technical questions/support requests with the [Selfserve.nobts.edu](http://Selfserve.nobts.edu) site (Access to online registration, financial account, online transcript, etc.)
2. [BlackboardHelpDesk@nobts.edu](mailto:BlackboardHelpDesk@nobts.edu) - Email for technical questions/support requests with the NOBTS Blackboard Learning Management System [NOBTS.Blackboard.com](http://NOBTS.Blackboard.com).
3. [ITCSupport@nobts.edu](mailto:ITCSupport@nobts.edu) - Email for general technical questions/support requests.
4. [www.NOBTS.edu/itc/](http://www.NOBTS.edu/itc/) - General NOBTS technical help information is provided on this website.

### **Course Policies**

#### Policy on Late Papers/Assignments

All work is due on the assigned day and at the assigned time. Late assignments will be reduced by 10 points. *Assignments that are more than one week late will not be accepted.*

#### Writing Style Guide

A copy of the approved NOBTS Style Guide can be found in the course Blackboard shell, or can be located online at the Writing Center's page on the seminary website at:

<https://www.nobts.edu/resources/pdf/writing/StyleGuide.pdf>

#### 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.

#### Netiquette

Appropriate Online Behavior. 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.

#### Emergency Plan

In the event of a hurricane or other emergency, go to the seminary web site for information:

[www.nobts.edu](http://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.

### Help for Writing Papers at “The Write Stuff”

NOBTS maintains a Writing Center designed to improve English writing at the graduate level. Students can receive writing guides, tips, and valuable information to help in becoming a better writer.

### Plagiarism on Written Assignments

NOBTS has a no tolerance policy for plagiarism. Plagiarism in certain cases may result in expulsion from the seminary. See the NOBTS Student Handbook for definition, penalties, and policies associated with plagiarism.

### Course Schedule

Dates	Topic	Assignment
Unit 1 Open 1/18 <b>Due 1/24</b>	Introduction	Skjegstad, Part One
Unit 2 Open 1/24 <b>Due 1/31</b>	Biblical Basis	Gospel of Luke Rusaw & Swanson, Appendix Scriptures in PowerPoint presentation
Unit 3 Open 1/31 <b>Due 2/7</b>	Historical Basis Philosophical Foundations for Ministry	Rivers, L. “Baptist Centers: Influences and Education.” <i>Baptist History and Heritage Journal</i> 46, no. 2 (Summer 2011), 77-89
Unit 4 Open 2/7 <b>Due 2/14</b>	Current Context for Ministry	Read about NAMB Send Relief. <a href="https://www.sendrelief.org/">https://www.sendrelief.org/</a> Rusaw & Swanson, Chapters 1-6
Unit 5 Open 2/14 <b>Due 2/21</b>	Starting a Ministry	Skjegstad, Models 1 – 3, 6; pages 143-158
Unit 6 Open 2/21 <b>Due 2/28</b>	Church Assessment	Rusaw & Swanson, Chapters 1-6 Wambeam, Chapters 1-5
Unit 7 Open 2/28 <b>Due 3/7</b>	Community Needs Assessment	Wambeam, Chapters 6-10 Community Needs Assessment Manual (posted on Blackboard)
<b>Due 3/7</b>	<b>Church Evaluation Paper Due</b>	
Unit 8 Open 3/7 Discussion Board Initial Post due 3/9 <b>Due 3/21</b> [Spring Break March 14-18]	Working with Volunteers: Overview and Recruiting	McKee & McKee, Chapters 1-10, Resources
Unit 9 Open 3/21 <b>Due 3/28</b>	Working with Volunteers: Training and Supervision	

Unit 10 Open 3/28 <b>Due 4/4</b>	Funding/Grants	Skjegstad, 175 -190
<b>Due 4/4</b>	<b>Ministry Project Paper Due</b>	
Unit 11 Open 4/4 <b>Due 4/11</b>	Evaluation Policies and Procedures	Skjegstad, 159-174
Unit 12 Open 4/11 <b>Due 4/18</b>	Nonprofit Organizations	Skjegstad, Model 7
Unit 13 Open 4/18 <b>Due 4/25</b>	Advocacy and Social Action Making a Difference in Your Community	Skjegstad, Models 4 and 5
Unit 14 Open 4/25 <b>Due 5/2</b>	Ministry Evangelism in Different Contexts	Skjegstad, 191-210
<b>Due 5/2</b>	<b>Community Ministry Experience Assignment Due</b>	
<b>Due 5/9, 11:59 p.m.</b>	<b>Final Exam</b>	

## Selected Bibliography

### Books:

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.

Burroughs, Dillon, and Jimmy Turner. *Faith Acts: A Provocative Call to Live What You Believe*. Birmingham, AL: New Hope, 2016.

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.

Crosby, David. *The Care Effect: Unleashing the Power of Compassion*. Birmingham, AL: New Hope, 2016.

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.

- Huysen, 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*, 2nd 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.
- Parker, Gayla. *Active Compassion: A Calling to Care*. Birmingham, AL: New Hope, 2011.
- 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.
- Ronsvalle, John. *The Poor Have Faces: Loving Your Neighbor in the 21<sup>st</sup> Century*. Grand Rapids, MI: Baker Book House, 1992.
- Rusaw, Rick, and Eric Swanson. *The Externally Focused Life*. Loveland, CO: Group, 2009.
- Ruthruff, Ron. *Closer to the Edge: Walking with Jesus for the World's Sake*. Birmingham, AL: New Hope, 2015.
- Seaton, Michael R. *Becoming a Good Samaritan*. Grand Rapids, MI: Zondervan, 2009.
- Skjogstad, Joy. *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.

**Websites:**

The Data Center. <https://community-wealth.org/content/new-orleans-louisiana>

FASTEN: Fasten and Service Technical Education Network. <http://fastennetwork.org>

Leavell Center for Evangelism and Church Health. [http:// https://www.nobts.edu/leavell-center/default.html](http://https://www.nobts.edu/leavell-center/default.html)

North American Mission Board. <http://www.namb.net>

Woman's Missionary Union. [www.wmu.com](http://www.wmu.com)