

Adult Ministry in Theory and Practice CEAD 6250
New Orleans Baptist Theological Seminary
Christian Education Division

Fall 2010

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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.

Purpose of the Course and Core Value Focus

The purpose of this course is to provide quality theological education for students in the area of adult ministry in the context of the local church. The course will emphasize the seminary's current core value focus assigned annually by the Administrative Council.

Curriculum Competencies Addressed

This course will address the following curriculum competencies:

1. *Interpersonal Skills: Understand how to build relationships with other ministry leaders within the local church.*
2. *Servant Leadership: Determine how the Senior Pastor, staff members, and lay leaders can serve one another while still providing the appropriate leadership required.*
3. *Spiritual and Character Formation: As a leadership team intentionally "grow up in all things into Him who is the head – Christ" (Eph. 4:15b, NKJV).*

Course Description

This course focuses on the exploration of foundational theories related to the development, social, cognitive processing, and spiritual needs of adults. A strong emphasis will be placed on how local churches should provide and can implement a complete ministry program for all adults. Special attention will be given to Bible study and discipleship strategies, men's and women's ministries, and the needs of singles and senior adults. Two hours.

Learning Objectives

This course is designed to introduce students to the basic principles, procedures, guidelines, and available resources for serving the adults within the local church through applicable adult ministries. The student involved in this process should be able to accomplish the following:

1. Appreciate the vital role adults play in the ministry of a local church.
2. Understand and be able to discuss foundational concepts related to the developmental, social, cognitive processing, and spiritual needs of adults in the context of local church ministry to adults.
3. Develop a local church ministry with, to, and through adults.
4. Identify the unique needs of specific groups of adults – men, women, singles, and seniors – and discuss how a local church can best meet these needs.
5. Utilize core adult teaching methodologies to foster effective adult teaching and learning experiences.

Course Teaching Methodology

This course will utilize lecture, group presentations, and an interactive discovery-learning format.

Required Readings

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

Required Texts

Edwards, Rick, ed. *Teaching Adults: A Guide for Transformational Teaching*. Nashville: LifeWay, 2000.

Gangel, Kenneth O., and James C. Wilhoit, eds. *The Christian Educator's Handbook on Adult Education*. Grand Rapids, MI: Baker, 1998.

Poling, Wayne. *How to Sunday School Manual*. Nashville: LifeWay Press, 2009. (Read and review the adult electronic book on the enclosed CD. New Book

Raughton, Alan, and Louis Hanks. *Essentials for Excellence: Connecting Sunday School to Life*. Nashville: LifeWay, 2003. (This book is available as a download on: http://www.lifeway.com/Understanding/Adult/adults/understanding_adults.pdf)

Walter, Jim. *Understanding Today's Adults: 25 Years and Older*. Nashville: LifeWay, 2001.
(This book is available as a download on:
http://www.lifeway.com/Understanding/Adult/adults/understanding_adults.pdf)

Assignments and Evaluation Criteria

The following learning activities and assessments are to be completed as described below by the scheduled dates. All assignments are to be submitted to this course's Digital Dropbox by 11:30 p.m. on the assigned due date.

Assignment Formatting

- Unless otherwise noted, type all assignments according to Turabian format
- All papers must be written in third person
- Use 12 point Times New Roman font
- Use at least the same number of references as assigned pages
- Use correct spelling and grammar
- Use proper pagination
- Include your name on the *cover page*
- Write the *full* assignment
- All work must be submitted to Blackboard

Assignments and due dates:

Due Date: September 9

1. Gangel and Wilhoit: Read 7-76 and write a brief summary of each chapter to be placed on Blackboard. (No more than a page for each chapter)
2. Begin reading *Essentials for Excellence: Connecting Sunday School to Life*.

Due Date: September 13

1. *How to Sunday School Manual*: Read 3-61 (Be prepared for quiz)

Due Date: September 17

1. Each member of a campus group will submit a report on Blackboard on the assigned generation for collaboration with the rest of the group.

Due Date: September 23

1. Gangel and Wilhoit: Read 189-261 and write a brief summary of each chapter to be placed on Blackboard. (No more than a page for each chapter)
2. Each campus group will submit to Blackboard a report to be presented in class lasting no more than 15 minutes on an assigned generation. Students of each group will collaborate on Blackboard to develop the powerpoint presentation.

Due Date: September 27

1. *How to Sunday School Manual*: Read 62-87 (Be prepared for quiz on Sept. 27)

Due Date: October 7

1. Search the Internet for information on an assigned topic (each campus group will be assigned a topic) from the list below and write a 2-3 page report on the demographics, characteristics, needs, and ministry ideas. The report should

include at least 5 websites in your report and everything should be documented.
The report may include listings (if the list is comprised of single words, please
add a description or explanation.) The reports will be placed on Blackboard.

Single Adults:

Single Parents:

Senior Adults:

Collegiate Adults:

Due Date: October 11

1. *How to Sunday School Manual: Read 88-117 (Be prepared for quiz)*

Due Date: October 21

1. Gangel and Wilhoit: Read 162-177 and write a brief summary of each chapter to be placed on Blackboard. (No more than a page for each chapter)
2. Search the Internet for information on the Family in the USA and write a paper entitled: *Today's Family and a Church's Response*. The paper should be 3-5 double-spaced pages in Turabian Style and resource documented. It should include pertinent demographics of families today and how the church can respond. The paper is due on Blackboard.

Due Date: October 25

1. *How to Sunday School Manual: Read 118-149 (Be prepared for quiz on October 25)*

Due Date: November 4

1. Gangel and Wilhoit: Read 77-189 and write a brief summary of each chapter to be placed on Blackboard. (No more than a page for each chapter)

Due Date: November 8

1. *How to Sunday School Manual: Read 150-182 (Be prepared for quiz on November 8)*

Due Date: November 18

1. Gangel and Wilhoit: Read 289-356 and write a brief summary of each chapter to be placed on Blackboard. (No more than a page for each chapter)

Due Date: November 30

1. Read *Essentials for Excellence: Connecting Sunday School to Life* and write a brief report on the subject, "*What is Needed for Teaching Adults for Transformation*," based on this book and Dr. Harvey's lectures on the subject, "*Teaching that Transforms*." The report should be 2-3 doubled-spaced pages in Turabian style.

Due Date: December 10

1. Final Exam submitted to blackboard.

Grading:

<u>Quizzes on the readings from Poling's book</u>	<u>15%</u>
<u>Report: <i>What is Needed for Teaching Adults for Transformation</i></u>	<u>10%</u>
<u>Summaries from book by Gangel and Wilhoit</u>	<u>15%</u>

Paper: <i>Today's Family and a Church's Response</i>	15%
Project on Generations	15%
Internet assignment on a special adult group	10%
Final	
20%	

The following policies will to be observed in the duration of this course.

Late Assignments

Personal time management is as much a requisite skill for ministry as is mastery of the course content. Accordingly, assignments are due in the course's Digital Dropbox by 11:30 p.m. on the due date as indicated in the Course Schedule. Assignments not submitted at this time are considered late and will be automatically penalized 10% for each date late including weekends. Late assignments will not be accepted one week beyond the original due date, no exceptions. **No grades of Incomplete will be issued for this course. If a late assignment is not received, a grade of "F" is automatically earned for the course.**

Grading Scale

Your final grade will be based on your total accumulation of points as indicated under the *Learning Activities and Assessments* section of this syllabus according to the grading scale in the NOBTS 2009-2010 catalog.

A: 93-100 and below	B: 85-92	C: 77-84	D: 70-76	F: 69
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A grade of "F" may require the student to retake the course to complete the degree.
No grades of INCOMPLETE will be issued in this course.

Selected Reference List

Ackoff, Russell L. *Management in Small Doses*. New York: John Wiley & Sons, 1986.

Anderson, Robert C. *Circles of Influence*. Chicago: Moody Press, 1991.

Anderson, Leith. *A Church for the 21st Century*. Minneapolis, MN: Bethany, 1992.

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Barber, Cyril J. *Nehemiah and the Dynamics of Effective Leadership*. Neptune, NJ: Loizeaux Brothers, Inc., 1991.

Barna, George. *Without a Vision, the People Perish*. Glendale, CA: The Barna Research Group, Ltd., 1991.

_____, ed. *Leaders on Leadership*. Ventura, CA: Regal Books, 1997.

Bennis, Warren, and Burt Nanus. *Leaders: The Strategies for Taking Charge*. New York: Harper & Row Publishers, 1985.

Berkley, James D. *Leadership Handbook of Management and Administration*. Grand Rapids, MI: Baker Books, 1994.

Biehl, Bobb. *Master-planning*. Nashville: Broadman & Holman Press, 1997.

Blackaby, Richard, and Henry Blackaby. *Spiritual Leadership*. Nashville: Broadman & Holman Press, 2001.

Brown, Jr., J. Truman, comp. *Visionary Leadership for Church Growth*. Nashville: Convention Press, 1991.

Callahan, Kennon L. *Twelve Keys to an Effective Church: Strategic Planning for Mission*. San Francisco: Harper San Francisco, 1983.

Campbell, John P., Richard J. Campbell, and Associates. *Productivity in Organizations: New Perspectives from Industrial and Organizational Psychology*. With a foreword by Raymond A. Katzell. A joint publication in The Jossey-Bass Management Series, and The Jossey-Bass Social and Behavioral Science Series, ed. Raymond A. Katzell. San Francisco: Jossey-Bass Publishers, 1988.

Ciona, John R. *The Troubleshooting Guide to Christian Education*. Denver, CO: Accent Books, 1986.

Cladis, George. *Leading the Team-Based Church*. San Francisco: Jossey-Bass Publishers, 1999.

Finzel, Hans. *The Top Ten Mistakes Leaders Make*. Colorado Springs, CO: Victor Books, 1994.

Frazee, Randy. *The Connecting Church*. Grand Rapids, MI: Zondervan Publishing House, 2001.

Gangel, Kenneth O. *Leadership for Church Education*. Chicago: Moody Press, 1979.

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Habecker, Eugene B. *Leading With a Follower's Heart*. With a foreword by Ted W. Engstrom. Wheaton, IL: Victor Books, 1990.

Haystead, Wes. *The 21st Century Sunday School: Strategies for Today and Tomorrow*. Cincinnati, OH: The Standard Publishing Company, 1996.

Haynes, Joe, ed. *Secrets of Sunday School Success for Ministers of Education*. Nashville: Convention Press, 1992.

Hersey, Paul, Kenneth H. Blanchard, and Dewey E. Johnson. *Management of Organizational Behavior: Utilizing Human Resources*. 7th ed. Upper Saddle River, NJ: Prentice Hall, 1996.

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_____. *The Organization of the Future*. Drucker Foundation Future Series. San Francisco: Jossey-Bass Publishers, 1997.

Jones, Idris W. *The Work of the Sunday School Superintendent*. Revised by Ruth L. Spencer. Valley Forge, PA: Judson Press, 1994.

Koestenbaum, Peter. *Leadership: The Inner Side of Greatness*. The Jossey-Bass Management Series, ed. Warren Bennis, Richard O. Mason, and Ian I. Mitroff. San Francisco: Jossey-Bass Publishers, 1991.

Kouzes, James M., and Barry Posner. *The Leadership Challenge: How to Get Things Done in Organizations*. With a foreword by Thomas J. Peters. The Jossey-Bass Management Series, ed. Warren Bennis, Richard O. Mason, and Ian I. Mitroff. San Francisco: Jossey-Bass Publishers, 1988.

Malphurs, Aubrey. *Advanced Strategic Planning*. Grand Rapids, MI: Baker Books, 1999.

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(This book is available as a download on:
http://www.lifeway.com/Understanding/Adult/adults/understanding_adults.pdf)

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Welch, Robert. *Church Administration: Creating Efficiency for Effective Ministry*. Nashville: Broadman & Holman Press, 2005.

Westing Harold J. *Church Staff Handbook: How to Build an Effective Team*. Revised ed. Grand Rapids, MI: Kregel Publication, 1997.

Wilkes, Gene C. *Jesus on Leadership*. Wheaton, IL: Tyndale House, 1998.
