

Introduction to Ministry: CMCM 1310-01
New Orleans Baptist Theological Seminary
Leavell College
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Spring 2013

Course Description

The purpose of this course is to introduce students to the philosophical and theological aspects of ministry. The primary thrust of the course is to help students develop a practical approach and skills which will enable them to function as under shepherds in various ministry settings. Lectures are devoted to emphasizing a team orientation to the organization and administration of pastoral nurturing. This course is a prerequisite for all other pastoral care classes.

Student Objectives

At the conclusion of this course, the student will:

- Be acquainted with the basic concepts, methodologies, and resources pertaining to contemporary Christian ministry.
- Understand the general theological and philosophical assertions which are foundational to Christian ministry.
- Gain personal insight concerning how one's calling, character, spiritual gifts, and personality qualities contribute to Christian ministry.
- Learn the basic theories, techniques, and leadership methods related to the organization and administration of Christian nurturing.
- Develop a practical approach and skills for functioning as an undershepherd in a range of ministry contexts.

Textbooks

Cothen, Joe; Jerry Barlow. Equipped for Good Work. New Orleans: Pelican Press, 2001.

Stowell, Joseph M. Shepherding the Church into the 21st Century. Wheaton: Victor Books, 1994

Optional texts:

Blackaby, Henry and Richard. Spiritual Leadership. Nashville: Broadman and Holman Publishers, 2001.

Hughes, Kent and Barbara. Liberating Ministry from the Success Syndrome. Wheaton, Illinois: Tyndale House Publishers, Inc., 1987.

Course Methodology

This course will consist of assigned readings, lectures, class discussion, role-plays, written assignments, and audio-visual materials.

Course Requirements

Attendance

Class attendance is essential for effective learning. Students are responsible for being in the classroom on time, reading any assigned materials and participating in class discussions. Presence and class participation will have an affect upon your final grade.

Assignment Parameters

All course assignments or their equivalency must be completed in order to receive credit for the course. The student is responsible for scheduling any make-up exams. A student must notify the professor as soon as possible before the exam that the exam cannot be taken.

Grade Designations

A = Excellent. Assignments receiving this grade are of exceptional quality, demonstrating superior skill and scholarship. The work reflects achievement of all major and minor aspects of the assignment.

B = Above Average. Assignments receiving this grade are of better quality than average, demonstrating that each detail of the assignment has been given careful attention. The work reflects achievement of all the major aspects and most of the minor aspects of the assignment.

C = Satisfactory. Assignments receiving this grade meet the requirements satisfactorily, demonstrating an average and acceptable quality. The work reflects achievement of many of the major and minor aspects of the assignment.

D = Low Passing. Assignments receiving this grade are below average. The work reflects achievement of some of the major aspects of the assignment.

F = Failure. Assignments receiving this grade are unsatisfactory and unacceptable. The work reflects achievement of few, if any, major aspects of the assignment.

Assignments

1. Reading Report: Each student will complete a three page typed double spaced summary of the two texts for a total of 6 pages. The summaries should give major highlights and

strengths and weakness, as well as a statement that Shepherding the Church into the 21st Century and Equipped for Good Work have been read in their entirety. This assignment must be submitted via dropbox (instructions will be given in class) no later than midnight, April 30, 2013. (20% of grade)

2. Each student will be expected to put together 3 wedding ceremonies: a. Formal Wedding b. Informal Wedding c. House wedding These three documents should reflect general and generic verbiage so that the student will have a wedding "outline" for "spur of the moment" requests to do a wedding. This assignment must be submitted via dropbox (instructions will be given in class) no later than midnight, April 21, 2013. (5% of grade)

*If a female student does not wish to put together the three ceremonies, she may present a "wedding director's guide" that would include general and helpful information for directing a wedding. This document should consider the wedding rehearsal and have paragraph wording that gives instructions to the bridal party and that might include a model of where the participants should stand. Instructions regarding early arrival and picture taking should be included. This document should be between 2-5 pages.

3. Each student will put together six funeral services: the services should have the scripture (address) that will be used and some general thoughts. Five types of funeral outlines will be needed: a. Funeral for a child b. Funeral for a youth/teen C. Funeral for a middle aged adult D. Funeral for a senior adult E. Funeral for suicide/murder/tragedy F. Funeral for a non Christian. (These can be one page documents---the purpose is for the student to be ready for the "spur of the moment requests". This assignment must be submitted via dropbox (instructions will be given in class) no later than midnight, April 21, 2013. (5% of grade)

*Female students will prepare an instructive document outlining their own personal funeral. This document should stipulate who you might want to do your funeral. What sort of music do you want (name two or three specific songs)? What Scriptures do you hope would be used at your funeral? Develop a brief outline so that if your family had to put together your service that you would leave them with a good idea of what you desire.

4. Each student will conduct an interview with his or her pastor. This interview will allow the student to ask questions about challenges and opportunities in pastoral ministry. A guide for the interview will be developed in class. A three page double spaced paper will be submitted describing the interview and giving significant takeaways from the interview. This assignment must be completed no later than 6:00 pm on April 8, 2013, and the paper must be submitted via dropbox (instructions will be given in class) no later than midnight, May 1, 2013. (20% of grade)

5. All exams will be taken via Blackboard. Quizzes will be given at the beginning of each class period. These quizzes may be oral and written. The quiz schedule and exam schedule is below. (30% of grade - Quizzes will be averaged into one test for a total of three exams)

6. Part of class time will be spent role playing situations that pastors find themselves in from time to time, including but not limited to working with committees, ordination councils,

staff meetings, weddings, death calls, and conflict management. These situations will be evaluated by the class based on class discussion and reading. (10% of grade)

7. Prior to each class the students will participate in discussion boards via Blackboard based on the assigned topic for the period. (10% of grade)

Course Schedule

The student is advised to begin the reading of the texts prior to session one.

Session One

Introduction

A Theology of Pastoral Ministry and Christian Shepherding

Biblical Concepts

Historical Concepts

Calling to Pastoral Ministry and Shepherding

God's Will and Pastor Search/Personnel Committees

The Matter of Ordination

Assigned reading to be completed prior to session two:

Stowell, Joseph M. *Shepherding the Church into the 21st Century*. Wheaton:Victor Books, 1994.

Oral and written quiz will cover material from this book and class discussion. You will want to start reading this book before class begins on March 25, 2013.

Session Two

Per the above assignments the Blackboard portion of the quiz must be completed prior to session two. The verbal part of the quiz will be contained in the class discussion. Each student will be asked to respond to a question based on the previous class discussion and the assigned reading.

Topics to be Discussed

A Philosophy of Pastoral Ministry and Christian Shepherding

Competencies for Ministry

Getting Started and Carrying Out Ministry in a Church

Planning and Leading Worship Services

Praying in Services and at Other Places and Times

Preaching and Teaching: Preparing and Planning

Performing the Ordinances

Performing Funerals, Weddings, and Ordinations

Visiting and Counseling

Witnessing and Equipping

Class Projects

We will discuss the pastoral interviews conducted prior to this class.

Exam Number One is to be Completed via Blackboard prior to Midnight April 21, 2013.

Assigned reading to be completed prior to session three:

Cothen, Joe; Jerry Barlow. Equipped for Good Work. New Orleans: Pelican Press, 2001. Chapters 1-10

Oral and written quiz will cover material from this book and class discussion. You will want to start reading this book before class begins on March 25, 2013.

Session Three:

Per the above assignments the Blackboard portion of the quiz must be completed prior to session two. The verbal part of the quiz will be contained in the class discussion. Each student will be asked to respond to a question based on the previous class discussion and the assigned reading.

Topics to Be Discussed

Servant Leadership and Church Administration

Interpersonal Relationships and Skills (Staff, Deacons, Community, and Family)

Problem Solving, Planning, and Conflict Management

Scheduling and Time Management

Spiritual Life, Example, Finances/Stewardship, and Personal Growth

Spiritual Life, Example, Finances/Stewardship, and Personal Growth (con=t)

Class Projects

We will discuss the class projects that have been completed prior to Session Three: Weddings and Funerals

Assigned reading to be completed prior to session four:

Cothen, Joe; Jerry Barlow. Equipped for Good Work. New Orleans: Pelican Press, 2001. Chapters 11-16

Oral and written quiz will cover material from this book and class discussion. You will want to start reading this book before class begins on March 25, 2013.

Session Four

Per the above assignments the Blackboard portion of the quiz must be completed prior to session two. The verbal part of the quiz will be contained in the class discussion. Each student will be asked to respond to a question based on the previous class discussion and the assigned reading.

Topics to Be Discussed

Ending Ministry with a Church

The Call to a New Work

Conflicted Church Situations and Relationships (Present and Future)

Turnover Files and Transition

Ending Responsibilities and Making New Commitments

Continuing Relationships and Returning

Concluding Matters in Pastoral Ministry and Christian Shepherding

Class Projects

We will conduct the pastoral role-plays during this session. All preparation must be done prior to the session. The instructor will grade the participants in the role play as well as the class for their observations. Each student will be graded based on their participation in this entire project.

Exam Number Two is to be Completed prior to Midnight on May 13, 2013.

Selected Bibliography

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Bailey, Robert W. *The Minister and Grief*. New York: Hawthorn Books, Inc., 1976.

Barker, Joel Arthur. *Future Edge: Discovering the New Paradigms of Success*. New York: William Morrow and Company, 1992.

Barlow, Jerry N. *Pastoral Care PM 0351: A Study Guide*. Nashville: The Seminary Extension of the Southern Baptist Seminaries, 2000.

Bisagno, John R. *Letters to Timothy: A Handbook for Pastors*. Nashville: Broadman and Holman, 2001.

Campbell, Barry. *Toolbox for [Busy] Pastors*. Nashville: Convention Press, 1998.

Cothen, Joe H. *Equipped for Good Work: A Guide for Pastors*. 2d ed. Revised by Joe H. Cothen and Jerry N. Barlow. Gretna: Pelican, 2002.

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Dale, Robert D. *Pastoral Leadership: A Handbook of Resources for Effective Congregational Leadership*. Nashville: Abingdon Press, 1986.

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- McCalep, George O., Jr. *Faithful Over a Few Things: Seven Critical Church Growth Principles*. Lithonia, GA: Orman Press, 1996.
- Means, James E. *Effective Pastors for a New Century*. Grand Rapids: Baker Books, 1993.
- Miller, Calvin. *The Empowered Communicator*. Nashville: Broadman & Holman, 1994.
- _____. *The Empowered Leader*. Nashville: Broadman and Holman Publishers, 1995.
- Miller, Calvin. *Letters to a Young Pastor*. Colorado Springs: David C. Cook. 2011.

Pearce, J. Winston. *Planning Your Preaching*. Nashville: Broadman Press, 1967.

Radcliffe, Robert J. *Effective Ministry as an Associate Pastor*. Grand Rapids: Kregel Publications, 1998.

Rainer, Thom S. *Eating the Elephant*. Nashville: Broadman and Holman Publishers, 1994.

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