



LEAVELL COLLEGE

NEW ORLEANS BAPTIST THEOLOGICAL SEMINARY

PMCM3378-01 Bivocational Ministry

April 26-27, 2019

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The mission of Leavell College 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.

Core Value

Each academic year, a core value is emphasized. This academic year, the core value is *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.”

Course Description

This course will aid students to develop competency in bi-vocational pastoral ministry through a study of how to accept a call to a bi-vocational church, begin a bi-vocational ministry, build relationships, carry out pastoral ministry on a bi-vocational basis, equip others for ministry, provide effective leadership and church administration, and prepare to leave a bi-vocational church position.

Student Learning Outcomes

At the conclusion of the semester, the student will:

1. Be able to apply ministry principles, concepts, methodologies, and resources within a bivocational ministry context.
2. Value bi-vocational pastor-type shepherding as a vital part of their ministry calling and work.
3. Demonstrate acceptable proficiency in bi-vocational ministry functions (such as doing pastoral visitation, administering the ordinances, performing weddings, conducting funerals and ordinations, providing church leadership and administration, equipping members in ministry, preaching, counseling as a bi-vocational minister, and incorporating efficient time management).

Course Texts

Students are encouraged to explore the variety of resources useful for contemporary bi-vocational ministry. The texts listed below and in the Selected Bibliography will be helpful.

The following textbook is **required**:

Farmer, Jeffrey, editor. *Small Church, Excellent Ministry: A Guidebook for Pastors*. Eugene, OR: Wipf and Stock, 2017.

The following textbooks are **optional** (will be helpful and may be used in class assignments):

Bickers, Dennis. *The Bi-Vocational Pastor: Two Jobs, One Ministry*. Kansas City: Beacon Hill Press, 2004.

Daman, Glenn. *Leading the Small Church: How to Develop A Transformational Ministry*. Grand Rapids: Kregel, 2006.

Gilder, Ray. *Uniquely Bi-Vocational: Understanding the Life of a Pastor Who Has a Second Job*. Forest, VA: Salt and Light Publishing, 2013.

Highland, James W. *Serving as a Bi-Vocational Pastor: Positive Help for a Growing Ministry*. Newburgh, IN: Newburgh Press, 2012.

Course Requirements and Grading

This is a Special Events course format, taught in concert with the Caskey Center “No Restraints” Conference. Students registering for the course are also required to register separately for the Conference. Students are required to attend all class sessions as well as all conference sessions in order to receive credit for the course.

1. **Lecture Attendance.** Student must attend all sessions of the class and No Restraints Conference, April 26-27, 2019. Student must affirm that he/she has completed this by submitting a statement affirming attendance or detailing which sessions were missed. *This assignment relates to BACM PSLO #3, BAM PSLO #3, and CSLO #1, #2 and #3.*
2. **Session Summaries.** Student will write a one page summary of each class speaker before the conference as well as each Plenary/breakout sessions from the No Restraints Conference. **Summaries are due 4 weeks after the conclusion of the Conference (May 24, 2019).** *This assignment relates to GEC #3, BACM PSLO #3, BAM PSLO #3, and CSLO #1, #2 and #3.*
3. **Annotated Analysis.** Submit **one** typed, three pages or less (single-spaced) **annotated analysis** of the required textbook (Farmer) and **one** book from the syllabus bibliography of the student’s choice on bi-vocational ministry or on pastoral ministry. **Format: this one page single-spaced** analysis should give a correct bibliographic listing of **each** of the two books with their associated annotations, which answer the following questions:
 - a. What is a two-paragraph (or less) summary of the book?
 - b. What is one (or more) helpful feature(s) of the book for bi-vocational ministry/pastoral

ministry?

c. What is one difficulty, deficiency, or limitation in using the book for bi-vocational/pastoral ministry?

A cover page is to be **used**, but do not include an intervening blank page (or binder if submitted in class). *This assignment relates to GEC #3, BACM PSLO #3, BAM PSLO #3, and CSLO #1, #2 and #3.*

4. **Read 1 Timothy and 2 Timothy.** Read 1 Timothy and 2 Timothy in the New Testament during this course and submit a statement to the professor of having read both biblical books. *This assignment relates to GEC #3, BACM PSLO #3, BAM PSLO #3, and CSLO #1, #2 and #3.*

Biblical Basis and Ministry Plan Assignments Prepare a typed (single-spaced), **four-page** (or less) paper on the **biblical basis for bi-vocational ministry**, which gives **biblical** references (i.e., two to five references per topic) **and** discusses these topics: ministry and shepherding God's people in the Old Testament, ministry and shepherding God's people in the New Testament, the offices of pastor and deacon, the pastor's calling and ordination, preaching and teaching, pastoral visitation and evangelism, the ordinances, and the pastor's spiritual life and example. **Format:** each topic is to be taken **in the order** given herein and is to be listed as a heading followed by its respective **biblical references** and **discussion**. A cover page is to be **used**, but do not include an intervening blank page (or binder if submitted in class). *This assignment relates to GEC #3, BACM PSLO #3, BAM PSLO #3, and CSLO #1, #2 and #3.*

5.

1. Lecture Attendance	25%
2. Session Summaries	20%
3. Annotated Analysis	20%
4. Biblical Basis Paper	25%
5. 1 & 2 Timothy Assignment	10%

Course and Assignments Schedule

The class will meet at the main campus on Friday, April 26, 2019 from 8:30 am - 5:00 pm. and on Saturday April 27, 2018 from 3:30-5:00 pm. In addition, members of the class will attend all sessions and break-out sessions of the "No Restraints" conference. Attendance of all class sessions and conference sessions is required (**no exceptions**).

Course topics will be derived from the following possibilities:

- Introduction
 - Course Syllabus
 - Student Background Survey
 - The Opportunity and Challenge of Bi-Vocational Ministry
- The Biblical Basis of Bi-Vocational Ministry and Christian Shepherding
 - Biblical and Historical Concepts
 - The Calling to Bi-Vocational Ministry and Shepherding
 - God's Will and Pastor Search/Personnel Committees
 - The Matter of Ordination

Bi-Vocational Considerations

- Personal Residence or Church Housing
- Ministry Compensation and Expense
- Ministry Schedule and Church Expectations

Plan for Carrying Out Bi-Vocational Ministry

- Essentials of an Effective Shepherding Ministry
- Ministry Competencies
- Beginning and Carrying Out Bi-Vocational Ministry in a Church
 - Praying in Services and at Other Places and Times
 - Preaching and Worship Services: Preparing and Planning
 - Performing the Ordinances
 - Performing Funerals, Weddings, and Ordinations
 - Visiting and Counseling
 - Witnessing and Equipping
 - Servant Leadership and Church Administration
 - Interpersonal Relationships and Skills (Deacon, Staff, Community, and

Family)

- Problem Solving, Planning, Decision Making, and Conflict Management
- Managing Change and Reviving a Church
- Scheduling, Time Management, and Ministry Priorities
- Spiritual Life, Example, Finances/Stewardship, and Personal Growth
- Ministry, Technology, and Social Networking
- Managing Facilities, Austere Times, and Ministry Transitions
- Participating in Associational Events

Ending Bi-Vocational Ministry with a Church

- The Call to a New Work
- Ending Responsibilities and Making New Commitments
- Continuing Relationships and Returning

Concluding Matters in Bi-Vocational Ministry and Christian Shepherding

Assignments are to be submitted by e-mail (jfarmer@nobts.edu) and are due on these dates:

DUE DATES

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|-------------------------------------|----------|
| 1. Lecture Attendance | April 27 |
| 2. Session Summaries | May 24 |
| 3. Annotated Analysis | June 15 |
| 4. 1 & 2 Timothy Reading Assignment | June 15 |
| 5. Biblical Basis Paper | June 15 |

Additional Course Information

This course uses Blackboard to assist with information distribution. The professor will post announcements and grades in the course shell. Students should check regularly as professor will also post links to helpful websites and videos

Special Accommodations

If you require educational accommodations, please contact the office of Dr. Thomas Strong.

Policy Regarding Late Work

Assignments turned in **past the date due** will incur a late penalty of **ten** points, which will be deducted from the assignment grade. Assignments will **not be accepted more than one week past the date due** without permission from the course professor. However, students are reminded that some points for assignments submitted late are better than no points for assignments not submitted.

IT Support

If you have any questions about Blackboard, SelfServe, or ITC services, please access the ITC page on our website: www.NOBTS.edu/itc/ - General NOBTS technical help information is provided on this website.

Selected Bibliography

Ascol, Thomas K., ed. *Dear Timothy: Letters on Pastoral Ministry*. Cape Coral, FL: Founders Press, 2004.

Bickers, Dennis. *The Art and Practice of Bi-Vocational Ministry: A Pastor's Guide*. Kansas City: Beacon Hill Press, 2013.

_____. *The Bivocational Pastor*. Kansas City: Beacon Hill Press, 2004.

Bisagno, John R. *Pastor's Handbook*. Nashville: Broadman and Holman, 2011.

Bryant, James W., and Mac Brunson. *The New Guidebook for Pastors*. Nashville: Broadman and Holman, 2007.

Criswell, W.A. *Criswell's Guidebook for Pastors*. Nashville: Broadman Press, 1980.

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

Engle, Paul E., ed. *Baker's Funeral Handbook: Resources for Pastors*. Grand Rapids: Baker Books, 1996.

Farmer, Jeffrey, editor. *Small Church, Excellent Ministry: A Guidebook for Pastors*. Eugene, OR: Wipf and Stock, 2017.

Fasol, Al, Roy Fish, Steve Gaines, and Ralph Douglas West. *Preaching Evangelistically*. Nashville: Broadman and Holman, 2006.

Gibson, Scott M. *Preaching with a Plan: Sermon Strategies for Growing Mature Believers*. Grand Rapids: Baker Books, 2012.

Gilder, Ray. *Uniquely Bi-Vocational: Understanding the Life of a Pastor Who Has a Second Job*.

- Forest, VA: Salt and Light Publishing, 2013.
- Greidanus, Sidney. *Preaching Christ from the Old Testament: A Contemporary Hermeneutical Method*. Grand Rapids: William B. Eerdmans Publishing Company, 1999.
- Henry, Jim. *In Remembrance of Me: A Manual on Observing the Lord's Supper*. Broadman and Holman, 1998.
- Herrington, Jim, Mike Bonem, and James H. Furr. *Leading Congregational Change: A Practical Guide for the Transformational Journey*. San Francisco: Jossey-Bass, 2000.
- Highland, James W. *Serving as a Bi-Vocational Pastor: Positive Help for a Growing Ministry*. Newburgh, IN: Newburgh Press, 2012.
- Kim, Matthew D. *7 Lessons for New Pastors: Your First Year in Ministry*. St. Louis: Chalice Press, 2012.
- Klopp, Henry. *The Ministry Playbook: Strategic Planning for Effective Churches*. Grand Rapids: Baker Books, 2002.
- Malphurs, Aubrey. *Developing a Vision for Ministry in the 21st Century*, 2d ed. Grand Rapids: Baker Books, 1999.
- _____. *Doing Church: A Biblical Guide for Leading Ministries through Change*. Grand Rapids: Kregel Publications, 1999.
- _____. *The Dynamics of Church Leadership: Ministry Dynamics for a New Century*. Grand Rapids: Baker Books, 1999.
- _____. *Ministry Nuts and Bolts: What They Don't Teach Pastors in Seminary*. Grand Rapids: Kregel Publications, 1997.
- _____. *A New Kind of Church*. Grand Rapids: Baker Books, 2007.
- _____. *Values-Driven Leadership*. Grand Rapids: Baker, 2004.
- Means, James E. *Effective Pastors for a New Century*. Grand Rapids: Baker Books, 1993.
- Smith, Jr. Robert. *The Oasis of God: From Mourning to Morning, Biblical Insights from Psalm 42 and 43*. Mountain Home, AR: 2014
- Waugh, Phillip H. *How to Minister to Families in Your Church*. Nashville: LifeWay Press, 2001.
- Welch, Robert H. *Church Administration: Creating Efficiency for Effective Ministry*. 2d ed. Nashville: B&H Academic, 2011.