

**PATH5331 Pastoral Ministry (Mon 9-10:50 AM)**  
Dates: 8/31; 9/14; 9/28; 10/12; 10/26; 11/9; 11/30; 12/14  
New Orleans Baptist Theological Seminary  
Division of Pastoral Ministries  
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Fall 2015

### **Seminary Mission Statement**

The mission of the 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, Core Value Focus, and Curriculum Competencies Addressed**

The purpose of this course is to provide quality theological education for students in the discipline of pastoral ministries. The core value focus of the course will emphasize 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." The course will also address the competencies of interpersonal skills, characteristic excellence, servant leadership, and disciple making.

### **Course Description**

This course will aid students to develop competency in pastoral ministry through a study of being called to a church, beginning a pastoral ministry, building relationships, leading a church, and leaving a church field. Practical ministry matters, as well as theological and philosophical considerations, will include training in planning preaching, administering the ordinances, performing weddings, conducting funerals and ordinations, visiting, counseling, and sustaining spiritual growth.

### **Student Learning Outcomes**

Pastoral ministry is a specific and important type of Christian shepherding. While all Christians shepherd others in various roles and relationships (such as pastors, parents, friends, counselors, teachers, mentors, helpers, and supervisors), not all are involved in a pastoral ministry vocation or calling. However, while students who take this course may have a variety of ministry callings and may pursue different academic degree programs, this course is particularly designed for students with a pastoral ministry calling (such as pastors, staff members, chaplains, missionaries, and church planters). Yet, all students can gain helpful insights concerning Christian ministry, as well as pastoral ministry.

A. By the end of this course, students will:

1. Be able to understand selected pastoral ministry principles, concepts, and methodologies.
2. Be able to apply selected pastoral ministry principles, concepts, methodologies, and resources to their situation of beginning and carrying out ministry in a church or in selected shepherding situations.
3. Demonstrate acceptable proficiency in pastoral ministry functions (such as being able to articulate a clear theology and philosophy of pastoral ministry, carry out a personal prayer ministry and pastoral visitation, administer the ordinances, perform weddings and premarital counseling, conduct funerals and ordinations, do pastoral [non-licensed] counseling, manage some types of interpersonal conflict, enact people-sensitive and task-focused leadership, do basic organizational problem-solving and planning, and manage time) with the aid of course resources.
4. Value pastor-type shepherding as a vital part of their ministry calling and work.

## Course Methods

1. Lecture presentations and other methods will be utilized to teach the course concepts and methodologies, as well as to present various resources available for pastoral ministry and Christian shepherding.
2. Writing assignments will be required to facilitate experiential learning regarding the role, responsibilities, and ministries of pastor-type shepherds.
3. Resource comparisons will be used to enhance and promote personal insights in ministry. Student interaction with peers, pastoral ministry resources, and the course instructor are encouraged during the duration of this course to facilitate such insights.

## Textbooks

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

The following textbooks are **required** (will be cited in various class presentations and/or used in assignments):

Bisagno, John. *Pastor's Handbook*. Nashville: Broadman and Holman, 2011.  
Cothen, Joe H. *Equipped for Good Work*. 3d ed. Edited by Jerry N. Barlow. Gretna: Pelican, 2012.  
Witmer, Timothy Z. *The Shepherd Leader*. Phillipsburg, NJ: P & R Publishing, 2010.

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

Bryant, James W., and Mac Brunson. *The New Guidebook for Pastors*. Nashville: Broadman and Holman, 2007.  
Horner, David. *A Practical Guide for Life and Ministry*. Grand Rapids: Baker Books, 2008.  
Segler, Franklin M. *The Broadman Minister's Manual*. Nashville: Broadman Press, 1968.

## Course Requirements

Students are required to accomplish reading assignments, theology and philosophy ministry assignments, and a major ministry assignment, as follows:

**A. Reading Assignments** (you must do **both** of these two reading assignments).

1. Submit **one** typed, 3-4 page (double-spaced) **book analysis** of **1** of the **3** required textbooks (i.e., Bisagno, Cothen/Barlow, and Witmer) **Format:** this **one, double-spaced** analysis should 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 pastoral ministry or Christian shepherding?
  - c. What is one difficulty, deficiency, or limitation in using the book for pastoral ministry or shepherding?

2. **Textbooks/Presentations Reading Assignment.** Read the **required** course textbooks and submit reading reports as noted on p. 5.

**B. Theology and Philosophy Ministry Assignments** (you must complete **both** ministry assignments).

1. Prepare a typed (double-spaced), **4-6 page theology of pastoral ministry (or shepherding)**, which gives **biblical** references (i.e., two to five references per topic) **and** discusses these topics: the calling to pastoral ministry (or to Christian ministry), the church, the office of pastor, the office of deacon, preaching, ordination, the ordinances, pastoral visitation and evangelism (or personal ministry visitation and evangelism), the pastor's (or Christian's) family and ministry priorities, servant leadership, and the pastor's (or Christian'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**.

2. Prepare a typed (double-spaced), **4-6 page philosophy of doing pastoral ministry** with regard to: church revitalization, church worship (or personal worship), outreach/witnessing, discipleship, missions, ministries, stewardship, conflict management, time management, funerals, weddings, and church staff relationships (or ministry staff relationships). **Note:** if you are married, then your philosophy paper must conclude with a discussion of getting your family adjusted at a new church field (or in a new ministry area or church). **Format:** same as the theology paper, **except** that **biblical** references are **not** to be cited and discussed.

**C. Major Ministry Assignment: Pastoral Ministry Handbook**

1. specifications: Handbook assignments will include
  - four typed prayers (opening invocation, offering/tithe, evangelistic invitation, baby/family dedication)
  - two wedding ceremonies (use different passages/themes)
  - three funeral services with sermon outlines (a believer, a child/teenager, an unbeliever)
  - a quarterly sample church calendar,
  - a plan of preaching for six Sundays (sermon title, text, theme, and basic structure/outline),
  - four orders of worship (Evangelistic/Revival worship service; Anniversary worship service, Christmas Eve worship Service, Easter worship Service).

**D. Course Exam**

Students must take a final exam in accordance with the seminary and course exam schedule. The final exam will be a take-home, open-book exam, and questions will come from the class presentations, required textbooks, and assignments. The exam will also include an individual assessment of the personal accomplishment of two student-selected learning outcomes in this syllabus.

*Note: This assignment is an embedded assignment that will be completed by all students for all sections of this course. The rubric for grading this assignment is attached to the syllabus. Please complete the assignment according to the syllabus and this rubric.*

**Evaluation**

All course outcomes will be evaluated through the grading of the course assignments and final exam. Student participation and behavior online will also be considered in the evaluation of the course outcomes and grading.

The student's final grade will be determined as follows:

1. Reading: Book Analysis Assignment	150 points
2. Reading: Textbooks Reading Assignment	150 points
3. Theology Paper	150 points
4. Philosophy Paper	150 points
5. Major Ministry Assignment	250 points
6. Final exam	150 points

## Grade Breakdown

Points	Letter Grade
1000-930	A
929-850	B
849-770	C
769-700	D
699-0	F

**Late Assignments**

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 (but some points for late assignments are better than no points for assignments not submitted).

**Absences**

Class attendance facilitates learning, and the seminary requires that student attendance records be kept for each day of the scheduled class dates. In accordance with seminary policy, students are expected to attend all class sessions fully, unless prevented by illness or emergency. For this course, students may only miss **nine** class hours (**note:** students who are more than 15 minutes late after the class is scheduled to begin will be given an absence of one hour, as will students who leave the class fifteen minutes or more before the class ends for the day). Students who incur excessive absences will be assigned a grade of "F" for the course, as per seminary policy (rf., current Graduate Catalog). Students who incur excessive absences may contact the office of the Associate Dean of Graduate Studies to explain the difficulties which resulted in the absences and to seek permission to remain in the course for credit.

**Course and Assignments Schedule**

Course topics will be derived from the following possibilities:

## Introduction

- Course Syllabus
- Course Core Assumptions and Organization
- Student Background Survey

## A Theology of Pastoral Ministry and Christian Shepherding

- Biblical Concepts
- Historical Concepts
- The Calling to Pastoral Ministry and Shepherding
- God's Will and Pastor Search/Personnel Committees
- The Matter of Ordination

## A Philosophy of Pastoral Ministry

- Macro-Shepherding and Micro-Shepherding
- Essentials of an Effective Shepherding Ministry
- Competencies for Pastoral Ministry

## Beginning and Carrying out Pastoral 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 and Time Management  
 Spiritual Life, Example, Finances/Stewardship, and Personal Growth  
 Ministry, Technology, and Social Networking  
 Managing Facilities, Austere Times, and Ministry Transitions  
 Ending Pastoral 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

**All** assignments are to be submitted in class, at the beginning of the class, and are due on the date listed below:

- |   |                                      |
|---|--------------------------------------|
| 1. Annotated Analysis Reading Assignment      | November 30                          |
| 2. Textbooks/Presentations Reading Assignment | (as indicated below for each report) |
| 3. Theology Paper                             | September 28                         |
| 4. Philosophy Paper                           | October 26                           |
| 5. Major Pastoral Ministry Assignment         | December 14                          |

Reading reports pertaining to the Textbooks/Presentations Reading Assignment are due by **1:00 P.M.**, as follows:

1. Reading Report 1—all reading assigned for topics one through four (syllabus, p.6-7)—due Sept 28
2. Reading Report 2—all reading assigned for topics five through eight (syllabus, p. 6-7)—due Nov 9
3. Reading Report 3—all reading assigned for topics nine through twelve (syllabus, p.6-7)—due Nov 30

The final exam will be **available** by **Monday, December 7**, and will be **due in class** on **Monday, December 14**.

### Course Reminders

1. Interaction Etiquette Behavior. While much learning can be done independently, students will have the opportunity to interact through discussions with the course professor, grader, personnel in the Graduate Dean's office, and various members of the class. In doing so, students are reminded to show respect for others, be considerate of viewpoints, and demonstrate Christ-honoring behavior in correspondence and conversations that reflect the best in Christian character.
2. Student Honesty. Students are expected to exhibit integrity in doing their assignments, maintaining attendance in class sessions, and taking the course final exam.
3. Plagiarism. Students are reminded to demonstrate the high standards of conduct befitting Christians and Christian ministers in accordance with the seminary's policy on plagiarism in the current Graduate Catalog. Please contact the course professor if you are not certain what can constitute plagiarism.

**Textbooks/Presentations Reading Assignment and Report Form**

Students are to **read** the related sections in the three required course texts (i.e., Bisagno, Cothen and Barlow, and Witmer), complete a **reading report** on this form for **each** of the three reading due dates, and submit each report at the beginning of class on the date due.

**Reading Topics****Class Discussion the Week of 9/14**

Topic one: "Shepherding." Read Cothen/Barlow Chapters 1 and 16 (pp. 264-265); Bisagno Chapters 1-3, 32, 77; Witmer pp. 1-26, 247-249.

Topic two: "Shepherding Competencies" Read Cothen/Barlow Chapter 4 (pp. 56-61); Bisagno Chapters 4, 13-16; Witmer pp. 29-73.

**Class Discussion the Week of 9/28**

Topic three: "Call to a Church." Read Cothen/Barlow Chapters 2 and 4 (pp. 61-66); Bisagno Chapters 12, 20-21, 23-24, 27, 45-46.

Topic four: "Church Entry Dynamics." Read Cothen/Barlow Chapters 3 and 4 (pp. 66-76); Bisagno Chapters 17-19, 50, 53-54, 56-57; Witmer pp. 75-105.

**Class Discussion the Week of 10/12**

Topic five: "Leading God's People." Read Cothen/Barlow Chapters 15 and 16 (pp. 265-270); Bisagno Chapters 35-38, 49, 55, 58-64; Witmer pp. 155-168.

Topic six: "Lead, Organize, Train." Read Cothen/Barlow Chapter 13; Bisagno Chapters 5-10, 22, 25-26, 51-52, 111-117; Witmer pp. 107-153.

**Class Discussion the Week of 10/26**

Topic seven: "Programs and Facilities Oversight." Read Cothen/Barlow Chapters 11-12; Bisagno Chapters 91-102, 105-110, 118-133, 135-137.

Topic eight: "Becoming Ordained to the Gospel Ministry." Read Cothen/Barlow Appendix G and Chapter 14; Bisagno Chapter 134.

**Class Discussion the Week of 11/9**

Topic nine: "Shepherding Through Supplication" and "Pastoral Response to Crisis" Read Cothen/Barlow Ch. 9 (pp. 152-155); Bisagno Chapters 11, 33, 40; Witmer pp. 169-189.

Topic ten: "Visiting, Counseling, Witnessing" Read Cothen/Barlow Chapters 6 and 7, and Appendix H (also A and D); Bisagno Chapters 39, 43, 65-73, 78-90, 103-104, 138-141.

**Class Discussion the Week of 11/30**

Topic eleven: "Ordinances." Read Cothen/Barlow Chapter 10; Bisagno Chapters 74-75.

Topic twelve: "Funerals" Read Cothen/Barlow Chapter 9; Bisagno Chapters 41-42.

Topic thirteen: "Weddings" and read Cothen/Barlow Chapter 8 and Appendix F; Bisagno Chapter 44.

**Class Discussion the Week of 12/14**

Topic fourteen: View "Ministry Transitions" & "Concluding Considerations" and read Cothen/Barlow Chapters 4 (pp. 76-78), 16 (pp. 269-270); Bisagno Chapters 29-31, 47-48, 76, 142 ; Witmer pp. 191-245

**Reading Report:** students are to report their completion of the assigned reading by answering on this form the following questions:

1. What topics and content in Cothen and Barlow were of most interest and benefit to you **and** why or how (grade value: 10 points)?

2. What topics and content in Bisagno **and** in Witmer were of most interest and benefit to you **and** why or how (grade value: 10 points)?

3. What topics and content in the PATH5331 presentations were of most interest and benefit to you **and** why or how (grade value: 10 points)?

4. How much of the reading for the topics assigned did you read? Please check **one** of the following answers:

- a. I read **all** of the reading for the topics assigned for this report (grade value: 70 points).
- b. I read **all but one book** of the reading for the topics assigned for this report (grade value: 60 points).
- c. I read **all but two book** of the reading for the topics assigned for this report (grade value: 50 points).
- d. I read **only one book** of the reading for the topics assigned for this report (grade value: 40 points).

5. Reading Report due for (please give the date due, as per page 5): \_\_\_\_\_

6. Student's name (typed): \_\_\_\_\_ Date Submitted: \_\_\_\_\_

**Selected Bibliography**

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- Armstrong, John H. *Reforming Pastoral Ministry: Challenges for Ministry in Postmodern Times*. Wheaton, IL: Crossway Books, 2001.
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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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**Competency Assessment Rubric for:  
Course ID: PATH5331 Pastoral Ministry**

**Student Identifier:****Semester/Year: Fall 2015****Student Learning Outcomes:**

1. **Understand:** Be able to understand selected pastoral ministry principles, concepts, and methodologies.
2. **Apply:** Be able to apply selected pastoral ministry principles, concepts, methodologies, and resources to their situation of beginning and carrying out ministry in a church or in selected shepherding situations.
3. **Demonstrate:** Be able to demonstrate acceptable proficiency in selected pastoral ministry functions (such as to articulate a clear theology and philosophy of pastoral ministry, carry out a personal prayer ministry and pastoral visitation, administer the ordinances, perform weddings and premarital counseling, conduct funerals and ordinations, do pastoral [non-licensed] counseling, manage some types of interpersonal conflict, enact people-sensitive and task-focused leadership, do basic organizational problem-solving and planning, and manage time) with the aid of course resources.

**Embedded Assignment Description:**

The student will complete and submit the take-home, open-book final exam. The final exam is based on class presentations, reading of the required textbooks, and course assignments. The exam also includes an individual assessment by the student of the personal accomplishment of two student learning outcomes listed in the course syllabus.

<b>Domain</b>	<b>Level</b>	<b>Failure (0 Points)</b>	<b>Basic (1 Point)</b>	<b>Competent (2 Points)</b>	<b>Good (3 Points)</b>	<b>Excellent (4 Points)</b>
Understanding	Able to understand					
Application	Able to apply					
Demonstration	Able to demonstrate					

**Assessment Notes and Observations:**