

ASSEMBLIES OF GOD THEOLOGICAL SEMINARY
AGTS West Branch: Sacramento

PTHB 653 Leadership in Ministry
(3 credits)

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October 11-November 8, 2011

COURSE SYLLABUS

COURSE DESCRIPTION

This course provides students with essential skills for leading ministry. It covers personal and organizational leadership issues.

COURSE OBJECTIVES

Upon completion of this course, the participants should be able to:

1. Articulate their call to ministry within the context of personal style and spiritual giftings.
2. Construct a personal purpose, vision, and values statement based upon the particularities of their personal call to ministry.
3. Understand how their personal S.H.A.P.E. impacts their current and future ministry roles and functions.
4. Construct a contextualized philosophy and personalized plan for leading a local ministry.

TEXTBOOKS and REQUIRED READING

Patterson, Kerry; Grenny, Joseph; McMillan, Ron and Switzler, Al. *Crucial Confrontations: Tools for Resolving Broken Promises, Violated Expectations, and Bad Behavior*. McGraw-Hill, 2004. (ISBN 0071446524, 284 pages)

Kouzes, James M. and Barry Z. Posner. *The Leadership Challenge: How to Keep Getting Extraordinary Things Done in Organizations*. San Francisco, CA: Jossey-Bass Publishers, 4th Edition, 2007. (ISBN: 978-0787984915, 416 pages)

Roger Heuser and Shawchuck, Norman. *Leading the Congregation: Caring for Yourself While Serving the People*. Nashville, TN: Abingdon Press, 1998. (ISBN: 0687084202, 339 pages)

*Winseman, Albert L., Donald O. Clifton, and Curt Liesveld. *Living Your Strengths: Discover your God-given Talents, and Inspire your Community, 2nd Edition*. Washington, D.C.: Gallup Press, 2004. (ISBN: 1595620028, 264 pages)

*Do not purchase a used copy of this book. The ID code for the online assessment in each requires a new textbook purchase.

COURSE OUTLINE

Unit One: Introduction, Call and Spiritual Gifts

Assignments: (Due by class time on Tuesday, October 18, 2011)

a. Reading:

- pages 60-68 in the Heuser & Shawchuck text

- pages 337-351 in the Kouzes & Posner text
 - If you're interested in reading additional sources:
 - ❖ pages 94-113 in Reggie McNeal's *A Work of Heart*
 - ❖ John Ortberg's article in *Leadership Journal*: "God's Call Waiting"
 - <http://www.christianitytoday.com/leaders/newsletter/2008/cln80303b.html>
 - ❖ Gordon MacDonald's article in *Leadership Journal*: "God's Calling Plan" <http://www.christianitytoday.com/le/2003/fall/3.35.html>
 - ❖ Nancy Ortberg's article in *Today's Christian Woman*: "Hearing God's Call"
 - <http://www.christianitytoday.com/tcw/2005/marapr/6.18.html?start=1>
- b. Course Discussion Forum (CDF) Posting:
(See Appendix A for online posting instructions)
- post a 200-word personal identity statement to let your classmates know who you are, where you're from, how and why you got here, and your absolutely most favorite thing to do. Review several of your classmates' posts, particularly those in the course who you don't know very well.
 - post a 250-word reflection statement on your personal leadership calling, identifying the particular role and context in which you believe God desires you to operate.
 - post a 50 word response to 4 other classmate postings, responding with your experience or understanding of the issues and challenges associated with their callings.
- c. Assessment Instruments:
- Using the Career Search Guide found on Box.net, take the five (5) Inventories: 1. Career Call Perception Inventory, 2. Modus Operandi Inventory, 3. Career Roles Inventory, 4. Career Needs Inventory and 5. Church Ministry Inventory
 - If you're interested in reading additional sources on Spiritual Gifts:
 - ❖ pages 19-50 in David Lim's *Spiritual Gifts: A Fresh Look*.
 - ❖ pages 19-45 in James Bridges' *Pentecostal Gifts & Ministries in a Postmodern Era*. See additional chapters as well.
 - ❖ and the classic by Donald Gee, *Concerning Spiritual Gifts*.
 - ❖ weblink from Dr. J. Rodman Williams:
 - http://www.cbn.com/spirituallife/BibleStudyAndTheology/DrWilliams/OA11_Gifts.aspx#top

Unit Two: Vision and Transition

Assignments: (Due by class time on Thursday, October 25, 2011)

a. Reading:

- pages 68-74 & 139-155 in the Heuser & Shawchuck text.
- pages 103-129 in Kouzes & Posner text.
 - If you're interested in reading additional sources on vision/mission/values:
 - ❖ pages 190-202 in Leith Anderson's *Leadership That Works*.
 - ❖ Pages 29-72 in Bill Hybels' *Courageous Leadership*.
 - ❖ pages 17-27 in Andy Stanley's *Visioneering*. See additional chapters as well.
 - ❖ weblink from *Howto.com* "How to Develop a Personal Vision"

and Mission Statement”

http://www.ehow.com/how_2263515_develop-personal-vision-mission-statement.html

b. CDF Posting

- post a 100-word personal mission statement, a 100-word personal vision statement, and a 200-word core values statement.

Unit Three: (Abilities/Personality)

Assignments: (Due by class time on Tuesday, November 1, 2011)

a. Reading:

- complete the reading of the Winseman text and submit the reading critique form (see Appendix B).

If you're interested in reading additional sources on abilities:

- pages 19-35 in Buckingham & Clifton's *Now, Discover Your Strengths*.
- Weblink from Gallup.com, *Strengths-Based Development*
<http://www.gallup.com/consulting/61/strengths-development.aspx>
- Weblink from Literacy Works.com on *Multiple Intelligences*.
<http://literacyworks.org/mi/home.html>

b. Assessment:

- complete the STRENGTHS FINDER (SF) assessment instrument (online) from the Winseman text.
- Complete (in class on November 1) the ICL and MFC assessment instruments.

c. CDF Posting:

- post a 250-word reflection on the results of your SF assessment and a 100-word response to the other persons in your small group.

Unit Four: (Personality)

Assignments: (Due by class time on Tuesday, November 8, 2011)

a. Reading:

- complete the reading of the Patterson text and submit the reading critique form (see Appendix B).

If you're interested in reading additional sources on abilities:

- Linda Berens' *Understanding Yourself and Others: An Introduction to Temperament, 2.0*.
- pages 15-45 in Kroeger, Thuesen & Rutledge's, *Type Talk at Work*.

b. CDF Posting:

- post a 250-word reflection on the Career Search Guide Inventories.

Unit Five: (Experience)

Assignments: (Due by class time on Thursday, November 8, 2011)

a. Reading:

- pages 16-24 & 220-236 in Heuser & Shawchuck text.
- pages 3-26 in Kouzes & Posner text.

If you're interested in reading additional sources on leadership:

- Paul Hersey's *The Situational Leader*.
- Robert Clinton's *The Making of a Leader*.

- complete the reading critique form for all the materials read in the Heuser & Shawchuck and Kouzes & Posner texts (see Appendix B).
- b. Written: (Due on Tuesday, November 29, 2011)
- course portfolio and critical reflection paper DUE by midnight (electronically) as noted below.

COURSE METHODOLOGY

Professors will utilize lectures, readings, face-to-face and online small group activities, writing assignments, and assessment instruments to achieve the course objectives.

COURSE REQUIREMENTS

1. Attendance and participation in the class sessions and small group activities are required. Consult the AGTS Catalog for absence policies.
 2. Read the textbooks and complete the reading critique form for each book on the dates specified in the course outline.
 3. Complete all assessment instruments by the dates noted in the course outline.
 4. Complete all CDF assignments by the dates noted in the course outline.
 5. Collate all of the reading critiques, assessment instruments and CDF assignments into a learning portfolio.
DUE DATE: This portfolio must be submitted electronically to Melvin Johnson at melintj@gmail.com, no later than 12 midnight on Tuesday, November 29, 2011.
 6. Using the course materials, construct an 8-10 page critical reflection paper around the question: **“What is it like to be led by me?”**
 - a. Paper requirements:
 - i. Turabian 7th edition grammar, style and formatting.
 - ii. Parenthetical references within the text to the sources used.
 - iii. Sources Consulted page at the end of the paper.
 - iv. Include the negative implications as well as the positive implications of your leadership style.
- DUE DATE: The final project must be submitted electronically to Melvin Johnson at melintj@gmail.com, no later than 12 midnight on Tuesday, November 29, 2011.

GRADING PROCEDURE:

Reading Reports	20%
Participation Portfolio	40%
(Each assignment will carry an average point value for completion. Course instructors may reduce the point value for each assignment based upon the quality of the work submitted.)	
Summative Project	40%

NOTE: Late work will be reduced on a pro-rata basis to the date submitted at the discretion of the instructors.

ASSEMBLIES OF GOD THEOLOGICAL SEMINARY a

Course Discussion Forum (CDF) Instructions

The Course Discussion Forum (CDF) is an online discussion board that can be accessed at Box.net. Please send me your email address at melintj@gmail.com in order for me to provide your invitation to join Box.net. This site will also be used to provide other documents for the course.

Steps to access CDF:

1. Login to Box.net.
2. Choose AGTS PTHD 653.
3. Click on “Discussions” .
4. Select the appropriate Discussion Topic and post your reflection statements.
5. To respond to your classmates’ postings, click on their posting link and click the “Post a Reply” link to submit your response.

IMPORTANT NOTE:

In order to:

1. submit well edited and grammatically correct papers, and
2. make sure that you meet the word count requirements of each posting,

type your reflection and response statements in a word processing software first. You can then copy the text from your word processor and post it directly into the CDF page.

BECAUSE: Poor grammar and postings that do not meet the word count requirements will be graded down.

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Reading Critique Form

For

PTHD 653 Leadership in Ministry

This is to certify that I have read the following:

_____ (Book Title)

_____ (# of Pages Read)

What were the four major issues in the book that were of most interest to you?

- 1.
- 2.
- 3.
- 4.

Signed: _____

Date: _____