

ASSEMBLIES OF GOD THEOLOGICAL SEMINARY
Southeastern College Branch Campus
1000 Longfellow Blvd.
Lakeland, FL 33801
December 7-10, 2004
Rutland Cohort #3

PTHB 545 MINISTRIES DEVELOPMENT SEMINAR
(3 credit hours)

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Fall 2004
Sawgrass Conference Room
(863) 667-5042 (Office)

COURSE SYLLABUS

COURSE DESCRIPTION

A four-day learning experience for the participants in the M.A. in Christian Ministries degree program designed to integrate the spiritual, psychological, and professional dimensions of their lives and ministries. (*Must be taken before the completion of 15 hours in the degree program.*)

COURSE OBJECTIVES

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

1. Demonstrate an understanding of personal leadership style, leadership effectiveness, individual style, personality, and ministry gifts.
2. Articulate a personal ministry plan and a strategy for personal and professional growth and effectiveness.
3. Identify the building blocks of personal interior spiritual life development and design a plan for future growth in one's life journey as a leader.
4. Demonstrate awareness of the components of the healthy self, as well as the indicators for issues which lead to an unhealthy self.
5. Articulate a theology and philosophy of ministry.
6. Explain the philosophy, content, and process of the MACM program.

TEXTBOOKS / REQUIRED READING

Lee, Wayne H. *Ministries Development Seminar Assessment Notebook*. Lakeland: Church Life Resources, 2004. (Made available for purchase on the first day of class)

Malphurs, Aubrey. *Being Leaders: The Nature of Authentic Christian Leadership*. Grand Rapids: Baker Books, 2003. (ISBN 0-8010-9143-8)

Malphurs, Aubrey. Maximizing Your Effectiveness: How to Discover and Develop Your Divine Design. Grand Rapids: Baker Book, 1995. (ISBN 0-8010-6317-5)

McIntosh, Gary L., and Samuel D. Rima, Sr. Overcoming the Dark Side of Leadership: The Paradox of Personal Dysfunction. Grand Rapids, MI: Baker Book House, 1997. (ISBN 0-8010-9047-4)

COURSE METHODOLOGY

Lectures, readings, small group activities, reflection, writing assignments, and assessment instruments will be utilized to achieve the course objectives.

COURSE OUTLINE

Tuesday, December 7, 2004

8:00 – 8:00 p.m.

Overview

1. Course Syllabus and Requirements
2. The personal and professional development of a minister (overview)
3. Leadership Development Arrow

Training and Education – Spiritual Maturation

4. Leadership Development Model/Railroad Tracks (Lee)
5. Spiritual Life Inventory (Hagberg-Donovan)

Training and Education – Knowledge Input (Knowing)

6. Learning Styles Inventory (Hagberg-Donovan)
7. General Knowledge Content Assessment (Lee)

Training and Education – Practical Experience (Doing/Skills)

8. Ministry Skills Mentoring Notes (Lee)
9. Ministry Skills Assessment (Lee)
10. Relational Skills (Malphurs/Being Leaders: Appendix K)
11. Task Skills (Malphurs/Being Leaders: Appendix L)
12. MBTI Assessment (Take in Class)

Training and Education – Dynamic Reflection with Mentors

13. Mentoring Influence Assessment (Lee)
14. Mentoring Constellation (Lee)

Personhood

15. Character Qualities mentoring Notes and Assessment (Lee)
16. The Servant Leaders Audit (Malphurs/Being Leaders: Appendix D)
17. Spiritual Life Assessment (Lee)
18. Spiritual Gifts Inventory (Lee)
19. Spiritual Gifts Assessment (Malphurs/Maximizing: Appendix F)
20. Natural Gifts and Talents Inventory (Malphurs/Maximizing: Appendix E)
21. Natural Gifts and Abilities Inventory (Malphurs/Maximizing: Appendix F)

22. Personal Ministry Vision/Mission and Passion “Values” Assessment (Lee)
23. Passion Audit (Malphurs/Being Leaders: Appendix H)

Wednesday, December 8, 2004

8:00 – 8:00 p.m.

Personhood - Personality

24. Results of MBTI Assessment
 25. Temperament Indicator I (Malphurs/Maximizing: Appendix B)
 26. Temperament Indicator II (Malphurs/Maximizing: Appendix C)
- Ministry Roles (functions) – Visionary Leader***
27. Emotional Competency Inventory
 28. Six Major Leadership Roles of the Pastor
 29. Ministry Role Identification Assessment (Lee)
 30. Leadership Styles Inventory (Malphurs/Being Leaders: Appendix M)
 31. Leadership Roles Indicator (Malphurs/Maximizing: Appendix D)
 32. Leadership Styles (Shawchuck)
 33. Ideal Ministry Circumstances Audit (Malphurs/Being Leaders: Appendix D)
 34. Pastor/Organizational Fit (Malphurs/Being Leaders: Appendix S)
 35. Minister’s Balance Audit (Lee)
 36. Smorgasbord Creation

Thursday, December 9, 2004

8:00 – 8:00 p.m.

Ministry Roles (functions) – Spiritual Leader – Communicator

37. Worship Life Audit (Lee)
38. Preaching/Teaching Audit (Lee)
39. Smorgasbord Creation

Ministry Roles – Spiritual Community Developer/Caregiver

40. Love Language Audit (Chapman)
41. Caregiver Audit (Lee)
42. Smorgasbord Creation

Ministry Roles – Ministries/Discipleship Director

43. Church Ministries Audit (Lee)
44. Team Player Survey (Parker)
45. Team Audit (Lee)
46. Ministry Circumstances Audit (Malphurs/Being Leaders: Appendix R)
47. Smorgasbord Creation

Ministry Roles – Outreach Leader (Public Relations)

48. Church-Outreach Readiness Audit (Lee)
49. Evangelism Styles Audit (Hybels)
50. Smorgasbord Creation

Ministry Roles (functions) – Resource Manager (Tasks)

51. Decision-Making Audit (Lee)
52. Financial Audit (Lee)

53. Facilities Audit (Lee)
54. Conflict Management Assessment (Shawchuck)
55. Church Structures (Malphurs/Being Leaders: Appendix N)
56. Smorgasbord Creation
Leadership/Management Process
57. The Leadership Challenge Assessment (Kouzes & Posner)
58. Leadership Process Audit (Lee)

Friday, December 10, 2004

8:00 – 11:30 a.m.

Leadership/Management Process

59. Anointing and Authority Assessment (Lee)
Overcoming the Dark Side of Leadership
60. The Compulsive Leader (McIntosh/Overcoming the Dark Side)
61. The Narcissistic Leader (McIntosh/Overcoming the Dark Side)
62. The Paranoid Leaders (McIntosh/Overcoming the Dark Side)
63. The Codependent Leader (McIntosh/Overcoming the Dark Side)
64. The Passive-Aggressive Leader (McIntosh/Overcoming the Dark Side)
65. An Overview of the Master's Degree Courses
66. Personal Growth Plan
67. An overview of the Master's degree courses

*Assessments are offered in the *Ministries Development Seminar Assessment Notebook*.

COURSE REQUIREMENTS

1. Attendance and participation at each class session is required. Any absence over four hours in sessions will result in a deduction of 20 points per class hour.
2. Read the textbook(s) and complete the textbook report form for each book.
Maximizing Your Effectiveness – Due December 10, 2004
Being Leaders – Due Thursday, December 10, 2004
Overcoming the Dark Side of Leadership – Due December 10, 2004

All Assessments (in texts and Ministries Development Seminar Assessment Notebook) must be complete before coming to class.
3. Participate in various discussion, exercises, and assessment activities. The student is expected to complete all assessments. All assessments completed will yield 400 points.
4. Write an autobiography and ministry profile which contains the following items:
 - a. Personal: a personal, family and spiritual life autobiography containing personal history such as conversion experience, baptism in the Holy Spirit, calling, initial ministry, gifts, weaknesses and strengths, challenges, celebrations, setbacks or

growth and developments, etc.

- b. Ministry: description of history of ministry, current ministry setting, self evaluation and statement of goals for the program and long term ministry. Include reflections, plans, and conclusions received from the assessments and topics discussed in class. How are you going to work on these goals? What steps do you need to take in order to accomplish your goals?
- c. Personal and Spiritual Growth Plan: from the information and assessments gathered from this seminar, develop a two-year personal and spiritual growth development plan. Include the specific action steps you will initiate to achieve your goals.
- d. This writing should include insights from readings, class presentations, activities, and personal reflection. This paper is due January 6, 2005. It should be in MLA format, double-spaced, and 20-25 pages in length.

CLASS AND ASSESSMENT PROCEDURE:

The student completing this course will be assessed based upon the following criteria:

1. Reading and Completion of Book Critiques	100
2. Completed Assessments (provided by professors)	400
3. Attendance, Class Presentations and Participation	100
4. Personal and Ministry Autobiography and Assessment Paper	400
Total	1,000

Please submit all completed homework assignments via email to whlee@secollege.edu

Note: Work received after the semester due date specified in the syllabus will result in a change of grade fee (\$15.00) being charges, even when an extension has been granted by the instructor.

BIBLIOGRAPHY

See textbook notes and appendices for additional suggested readings. Professors may distribute appropriate topical bibliographies as needed.

SPECIFIC DATA

Syllabus prepared by Wayne & Sherry Lee on October 27, 2004.