

**ASSEMBLIES OF GOD THEOLOGICAL SEMINARY**  
**Northwest College Extension Campus**  
**Kirkland, Washington**  
**February 23-27, 2004**

**P THE 640 Pastor-Staff Relations**  
**(2 Credits)**

**Rick Ross, D.Min.**  
**Troy Jones, M.A.**

**Spring 2004**

**COURSE SYLLABUS**

**COURSE DESCRIPTION**

A course designed to provide church leaders the opportunity to enhance their knowledge and skills in developing more effective staff relationships.

**COURSE OBJECTIVES**

1. To provide a better understanding of the nature and practice of pastor-staff relations.
2. To equip church leaders in developing staff relationships that maximize the gifts and resources of the local church's paid and volunteer ministers.
3. To exhibit proper pastor-staff relations as a model of biblical community for the entire church congregation.

**TEXTBOOKS**

Carter, William, J. *Team Spirituality: A Guide for Staff and Church*. Nashville, TN: Abingdon Press, 1997, 164.

Cladis, George. *Leading the Team-Based Church: How Pastors and Church Staffs Can Grow Together into a Powerful Fellowship of Leaders*. San Francisco, CA: Jossey-Bass, 1999, 208 pages.

Nuechterlein, Anne Marie. *Improving Your Multiple Staff Ministry*. Eugene, OR: Wipf & Stock Publishers, 2001, 160 pages.

**COURSE REQUIREMENTS**

Pre-Session:

1. Read the textbooks in their entirety and write a 1-2 page reflection paper on each book noting the 4 things in each text that were most significant to you in your current ministry context.

Session:

1. Attend all class sessions and participate in the course discussions.

Post-Session:

1. Read an additional 500 pages from the selected bibliography. Submit a reading report (see attached sample) noting the books selected and the pages read. If the participant wishes to read books other than those listed in the select bibliography, she/he must request permission of the course instructor.
2. Prepare a written project of 12-15 pages in which you develop a plan for improving the staff relations in your current ministry setting. Attention should be given to integrating the content of the seminar and reading assignments. While this is not a research assignment, per se, proper notation of the sources used in constructing your plan should be evident.

All assignments are to be typewritten, double-spaced, represent quality graduate level work, and follow the *Turabian* style manual, 6<sup>th</sup> edition.

**DUE DATE: All course work must be POSTMARKED no later than  
May 27, 2004.**

**NOTE: All post-session assignments must be postmarked by the due date.  
Work received after the due date specified on the syllabus may result in a  
change of grade fee (\$15.00) being charged, even when an extension has been  
granted by the instructor.**

**Assignments should be mailed or emailed to:**

**AGTS Continuing Education**  
**ATTN: Rick Ross/Troy Jones**  
**1435 N. Glenstone Avenue**  
**Springfield, MO 65802**  
[agts-ext@agts.edu](mailto:agts-ext@agts.edu)

**GRADING PROCEDURE**

Pre-Session Reading	25%
Pre-Session Reading Reports	10%
Post-Session Reading	25%
Ministry Plan	40%

**SELECTED BIBLIOGRAPHY**

Avery, Christopher M. *Teamwork Is An Individual Skill: Getting Your Work Done When Sharing Responsibility*. San Francisco, CA: Berrett-Koehler Publishers, 2001.

Beck, John D.W. and Neil M Yeager. *The Leader's Window: Mastering the Four Styles of Leadership to Build High-Performing Team, 2<sup>nd</sup> Ed.* Palo Alto, CA: Davies-Black Publications, 2001.

Blanchard, Ken. *High Five!: The Magic of Working Together*. New York, NY: Morrow, 2001.

Kouzes, James M. and Barry Z. Posner. *Encouraging the Heart: A Leaders Guide to Rewarding and Recognizing Others*. San Francisco, CA: Jossey-Bass, 1999.

Lawson, Kevin E. *How to Thrive in Associate Staff Ministry*. Bethesda, MD: Alban Institute, 2000.

McIntosh, Gary. *Staff Your Church For Growth: Building Team Ministry In The 21st Century*. Grand Rapids, MI: Baker Books, 2000.

Pearce, Craig and Jay A. Conger, Eds. *Shared Leadership: Reframing the Hows and Whys of Leadership*. Thousand Oaks, CA: Sage Publications, 2003.

Westing Harold J., *Church Staff Handbook: How to Build an Effective Ministry Team*. Grand Rapids, MI: Kregel Publications, 1997.

**SPECIFIC DATA**

Syllabus prepared by Rick Ross, D.Min. and Troy Jones, M.A. May 2003.  
Syllabus revised November 2003.

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**Northwest College Branch Campus Course**  
**P THE 640 Pastor-Staff Relations**

**Post-Session Reading Report**

Beck, John D.W. and Neil M Yeager. *The Leader's Window: Mastering the Four Styles of Leadership to Build High-Performing Team*, 2<sup>nd</sup> Ed. Palo Alto, CA: Davies-Black Publications, 2001, 175 pages.

Kouzes, James M. and Barry Z. Posner. *Encouraging the Heart: A Leaders Guide to Rewarding and Recognizing Others*. San Francisco, CA: Jossey-Bass, 1999, 195 pages.

Pearce, Craig and Jay A. Conger, Eds. *Shared Leadership: Reframing the Hows and Whys of Leadership*. Thousand Oaks, CA: Sage Publications, 2003, 130 pages.

Total Pages Read: 500

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Signature

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Date