

**ASSEMBLIES OF GOD THEOLOGICAL SEMINARY**

**Southeastern College Branch Campus**

**1000 Longfellow Boulevard**

**Lakeland, FL 33801**

**January 12; February 9; March 16; April 20, 2005**

**The Rutland Group Cohort #3**

**PTHB 625 EFFECTIVE LEADERSHIP**

**(3 Credits)**

**Mark Rutland, PhD**

**Spring 2005**

**COURSE SYLLABUS**

**COURSE DESCRIPTION**

This course focuses on the dynamics of leading healthy, growing churches and ministries. Participants will access and develop skills in major components of leadership including: 1) leadership character and spirituality; 2) vision and vision-casting; 3) relationships and influence; 4) effective leadership styles; 5) key leadership styles; and 6) maximizing God-given gifts, talents, and abilities. Current leadership theories and their implications will be evaluated in the light of Scripture.

**COURSE OBJECTIVES**

1. To identify principles of leadership from the Bible.
2. To enable pastors, evangelists, and church leaders to deal effectively with frustrations and bring together the disparate elements of leadership.
3. To teach leadership and management techniques that will assist them in attaining measurable goals.
4. To enable students to create and follow through on a plan of leadership and communication.
5. To develop a plan for training others in leadership skills.
6. To learn to set goals, prioritize, strategize and build a leadership plan.
7. To identify and establish communication infrastructure

**TEXTBOOKS**

Covey, Stephen. *The Seven Habits of Highly Effective People*. New York: Simon & Schuster, 1990.

Kouzes, James M. & Posner, Barry Z. *The Leadership Challenge*. San Francisco, CA: Jossey-Bass, 2002.

Maxwell, John. *The 21 Irrefutable Laws of Leadership*. Nashville, Tennessee: Thomas Nelson, 1998.

Phillips, Donald T. *Lincoln on Leadership*. New York: Warner Books, 1992.

Rutland, Mark. *Character Matters*. Lake Mary, FL: Strang Communications, 2003.

\_\_\_\_\_. *Dream*. Lake Mary, FL: Strang Communications, 2003.

\_\_\_\_\_. *Power*. Lake Mary, FL: Strang Communications, available, January 2004.

### **COURSE OUTLINE**

- A. Leadership Introduction & Definition
- B. Character & Spirituality
- C. Vision & Values
- D. Relationships, Motivation, and Communication
- E. Leadership Styles
- F. Leadership Skills

### **METHODOLOGY**

- 1. Class Lecture and group interaction
- 2. Question and Answer
- 3. Group Discussion
- 4. Reading Assignments
- 5. Evaluation of biblical and contemporary leadership literature
- 6. Class participation in scenario and role play

### **COURSE REQUIREMENTS**

#### **A. Pre-Session**

- 1. Do the reading assigned prior to beginning of each class.
- 2. Bring to each session the material required.

#### **B. Session**

- 1. Contribute to the classroom discussion.
- 2. Participate in classroom simulation exercises and small groups.
- 3. Share insights from assignments and your own ministry.

**C. Post-Session**

1. Do a complete system analysis of your ministry setting or of one approved by the professor. Use the diagnostic instruments provided.
2. Final Project: A Six Months Plan for Leadership. This should be based on assignment one. Your plan should include goals, the strategy, a plan of communication, whatever calendars (time lines) you deem necessary, specific management issues involved, and a way to analyze your plan's success or failure. Length is not as significant as attention to detail, creativity, and thoroughness.
3. Complete an analysis of your personal ministry style or philosophy based on the five-point model presented in *The Leadership Challenge*.

**D. Bring ALL post-session work to the next class.**

**CLASS AND GRADING PROCEDURE**

Course grades will be given based on completed work as follows:

1.	Class Participation	15%
2.	Systems Analysis	25%
3.	Six Month Leadership Plan	30%
4.	Personal Ministry Analysis	30%

**Note:** The participant will be charged a \$15 change of grade fee if work is turned in after the due date stipulated on the syllabus AND the grade will be lowered even if permission has been granted by the instructor.

**BIBLIOGRAPHY**

Belasco, James A. *Teaching the Elephant to Dance*. New York: Plume, Penguin Group, 1991. (NIL)

Biehl, Bobb, & Ted W. Engstrom. *Boardroom Confidence*. Sisters, Oregon: Questar Publishers, Inc., 1988. (BV652.B53 1988)

Clinton, Dr. Robert J. *Making of a Leader*. Colorado Springs: NavPress, 1988. (NIL)

Covey, Stephen R. *The 7 Habits of Highly Effective People*. New York: Simon & Schuster (A Fireside Book), 1989. (BF 637.58C68 1989)

\_\_\_\_\_. *Principle-Centered Leadership*. New York: Simon & Schuster (A Fireside Book), 1990. (BF 637.58 C67 1991b)

Crosby, Philip B. *Leading: The Art of Becoming an Executive*. New York: McGraw-Hill Publishing Company, 1990. (NIL)

\_\_\_\_\_. *Running Things*. New York: McGraw-Hill Publishing Company, 1986. (HD 57.7.C76 1986)

\_\_\_\_\_. *Quality is Free*. New York: McGraw-Hill Publishing Company, 1979. (TS 156.7 C76 1979)

De Bono, Edward. *Serious Creativity*. New York: Harper Business, 1992. (on order)

DePree, Max. *Leadership is an Art*. New York: Doubleday, 1989. (HD 57.7.D46 1990a)

Haggai, John. *Lead On! Leadership That Endures in a Changing World*. Waco: Word Books, 1986. (NIL)

Luecke, Richard. *Scuttle Your Ships Before Advancing*. New York: Oxford University Press, 1994. (HD 30.5.L83 1995)

Maxwell, John C. *The 21 Irrefutable Laws of Leadership*. Nashville, Thomas Nelson Publishers, 1998. (HD 57.7 M 3937 1998)

Mayer, Jeffrey C. *If You Haven't Got the Time to Do it Right, When Will You Find the Time to Do It Over?* New York: Simon and Schuster, 1990. (on order)

McCarthy, Kevin W. *The On-Purpose Person: Making Sense of Your Life*. Colorado Springs: Pinion Press, 1992. (BJ 16111.2M368 1992)

Peters, Roger. *Practical Intelligence*. New York: Harper & Row, 1987. (NIL)

Sanders, J. Oswald. *Spiritual Leadership*. Chicago: Moody Press, 1967, 1980. (BV 652.1.53)

Youssef, Michael. *The Leadership Style of Jesus*. USA: Scripture Press, Second Printing, 1986. (NIL)

\*Note: NIL means *Not in Library*

### **SPECIFIC DATA**

Syllabus prepared by Mark Rutland, December 3, 2004.