

AGTS Doctor of Ministry
PTH 906 D. MIN. PROJECT DESIGN
October 25-29, 2004
Dr. Stephen Lim

COURSE DESCRIPTION AND OBJECTIVES

This hands-on course prepares the participant for the presentation of an acceptable project prospectus to the D. Min. Committee. It assists in:

1. Identifying the roles of the participant, the project coordinator, the project adviser, the biblical-theological adviser, the editor, the project reader, and the D. Min. Project Committee,
2. Understanding the required components of the project prospectus and final project,
3. Sharpening critical and analytical skills for completing the project phase,
4. Developing basic skills in writing clearly, coherently, and concisely,
5. Formulating a plan for project completion.

DOCTOR OF MINISTRY PROJECT STANDARDS

The current project standards as stipulated by the Association of Theological Schools are:

The program shall include the design and completion of a written doctoral-level project that addresses both the nature and the practice of ministry. The project should be of sufficient quality that it contributes to the practice of ministry as judged by professional standards and has the potential for application in other contexts of ministry.

The ministry project should demonstrate the candidate's ability to identify a specific topic in ministry, organize an effective research model, use appropriate resources, and evaluate the results, and should reflect the candidate's depth of theological insight in relation to ministry.

Upon completion of the doctoral project, there shall be an oral presentation and evaluation. The completed written project, with any supplemental materials, should be accessioned in the institution's library.

COURSE FORMAT

This course includes faculty instruction and mentoring, library research, and peer review sessions.

REQUIRED TEXTS

Research

Booth, Wayne C., Gregory G. Colomb, and Joseph M. Williams. *The Craft of Research*, 2nd edition. Chicago: University of Chicago Press, 2003.

Myers, William R. *Research in Ministry: A Primer for the Doctor of Ministry Program*. Chicago: Exploration Press, 1997.

Writing (Refer to these regularly during the writing process.)

Strunk, William and E. B. White. *The Elements of Style*, 4th ed. New York: Macmillan, 1999.

Wilbers, Ken. *Keys to Great Writing*. Cincinnati, OH: Writer's Digest Books, 2000.

Format

Turabian, Kate. *A Manual for Writers of Term Papers, Theses, and Dissertations*, 6th ed. Chicago: University of Chicago Press, 1996.

“AGTS Doctor of Ministry Professional Project Guidelines” located on the AGTS D.Min. web page.

RECOMMENDED TEXTS:

Research

Vhymeister, Nancy Jean. *Quality Research Papers*. Grand Rapids, MI: Zondervan Publishing House, 2001.

Writing

Cheney, Theodore A. Rees. *Getting the Words Right: How to Rewrite, Edit & Revise*. Cincinnati: Writer's Digest Books, 1983. (4 copies are available in the AGTS library; 3 copies are on 2 hour reserve)

Zinssler, William. *On Writing Well*, 4th edition. New York: Harper Collins, 1990.

COURSE REQUIREMENTS:

Pre-session: In preparation for the course please do four things:

1. Read the textbooks, highlighting useful information.
2. Read thoroughly the “AGTS Doctor of Ministry Project Guidelines.”
3. Prepare a list of two to three potential project advisers.
4. Prepare a **draft prospectus** of the project you envision. This should be 3-5 pages double-spaced, plus additional pages of bibliography. It must include the following elements in this order:
 - a. **Title:** This should be specific and precise.
 - b. **Problem:** This should be a clear description of the problem to be examined. It should describe the ministry setting, the existing need, and the skill/resource to be developed to address the need.
 - c. **The Purpose:** This should be one concise, sharply focused sentence, which states the central goal of the project and the ministry product.

- d. **Scope:** This section details what the participant will do and not do. It should spell out limiting factors affecting the project and consider what lies within his or her control. It will also indicate how the results will be evaluated.
- e. **Definition of Key Terms:** This section identifies key terms pertinent to the project. Define special terms so that readers know the participant's meaning.
- f. **Identification of Biblical-Theological Topics for Literature Review:** This should identify several key biblical-theological themes and scriptures that will be studied in relation to the Project.
- g. **Identification of Other Topics for Literature Review:** This should identify several of the key topics that will be studied for the project.
- h. **Methodology:** This section should outline the major steps/phases of the Project:
 - The Research Phase,
 - The Planning Phase,
 - The Implementation Phase,
 - The Evaluation Phase,
 - The Writing Phase.

The major steps should be *spelled out in detail*, with specific indications of what will be done and how it will be achieved. AGTS realizes that a finely detailed plan may not be possible, but will not accept vague, general statements. This is your plan for the project. Indicate how you will get data for self-evaluation, and how others will provide evaluation of your leadership. We strongly recommend that recognized survey instruments be used in Projects. These should be identified in the Prospectus. Whether your instrument is used as is, adapted, or created specifically for your project, it must be approved by the Project Committee.

- i. **Timetable:** This should interface with your major steps and should include significant time for comprehensive research, planning, action, evaluation, writing, and rewriting. It should be specific in regard to month and date. (e.g. "December 1 to December 31" rather than "one month").
- j. **Contribution to Ministry:** What is important is that the Project not only be done well, but be significant for the participant's ministry setting and potentially in other settings. It should not be done simply to obtain a degree. The participant should indicate the key contribution(s) from his or her point of view.
- k. **Bibliography:** This section must demonstrate thorough research on the topics listed for literature review (both biblical-theological and other). A range of opinions should be included. The final bibliography is normally four to eight pages (60-120 entries). The proposed bibliography may be three or more pages. It should begin on a new page so that it is separate from the rest of the Prospectus, be in correct form, and be divided into categories pertinent to the project.