

ASSEMBLIES OF GOD THEOLOGICAL SEMINARY
PTH 535 The Pastoral Ministry

Edgar R. Lee, STD

FALL 2003

COURSE SYLLABUS

COURSE DESCRIPTION

A consideration of the pastor's work in the local congregation, including a study of the biblical models relating to pastoral ministry. Emphasis will be given to the various roles and expectations facing pastors today. Also, the various duties and responsibilities will be explored including such things as the preparation for conducting weddings, funerals, water baptism, baby dedications, and congregational business meetings.

COURSE OBJECTIVES

Each participant should demonstrate through class activities and course requirements that the following has been accomplished:

Knowledge

1. Development of a biblical theology for pastoral ministry and familiarity with its textual basis.
2. An understanding of the role of the Holy Spirit in the guidance and empowering of the pastor.
3. Sound theoretical comprehension of the leadership, administrative, and liturgical functions of the pastor.

Attitudes

1. The cultivation of a shepherd's heart for the people who are to be served.
2. A growing faith that God provides all the gifts and resources conscientious pastors need to successfully complete their calling.
3. A conviction that God's work in the world supersedes the narrow confines of one's particular post of service.

Skills

1. Ability to articulate in written documents a comprehensive program for church leadership and administration.
2. Incipient leadership skills to administer a comprehensive church program.
3. Accomplished performance of the basic liturgical duties of the pastoral office.

TEXTBOOKS

Required

Berkley, James D. *Leadership Handbook of Preaching and Worship*. Grand Rapids: Baker, 1997.

Lawrence, Bill. *Effective Pastoring: Giving Vision, Direction, and Care to Your Church*. Nashville: Word, 1999.

Recommended

Trask, Thomas E., Wayde I, Goodall, and Zenas J. Bicket, eds. *The Pentecostal Pastor: A Mandate for the 21st Century*. Springfield, MO: Gospel Publishing House, 1997.

BASIC OUTLINE

Introduction to the Course

of Pastoral Ministry

- II. Creativity and Change in Transformational Leadership
- III. The Pastor as Leader and Administrator
- IV. The Pastor as Liturgical Leader
- V. The Pastor as Shepherd
- VI. The Pastor in Transition

I. A Biblical Theology

METHODOLOGY

This course will utilize a wide variety of learning methods and approaches including lectures, class discussion, small group interaction, case studies, special guests, and audio/video presentations to help facilitate the learning process.

COURSE REQUIREMENTS

1. **Reading Requirements.** A minimum of **1,000 pages** of reading is required from the required texts and supplementary documents and research materials. The threshold reading requirement (not to be understood as automatic qualification) for an “A” grade will be **1,200 pages**. A reading report is to be submitted in typewritten form on **Thursday, Dec. 11**.
2. **Liturgical Rites.** Each member of the class, working in a team, will be expected to become expert on one liturgical rite, lead the class in an actual or simulated observance of that rite, and

present a paper (with each student's contribution identified for individual grades) describing the planning and execution of the rite. The paper is **due** at the **class session immediately afterward** with copies distributed to the entire class. Teams will be formed and presentation dates negotiated early in the semester.

3. **Attendance at class field trips** to practice certain rites as water baptism or others may expected and penalties may be assessed for non-attendance.
4. **Internet Research Assignment.** Using *only* the Internet, research helpful resources that relate to the work of pastoral ministry. These web sites may focus on pastoral issues such as leadership, pastoral counseling, organizational management, church and culture, etc. Compile a two-page description and critique of five (5) of the best sites into a written report (Total:10 pages double-spaced) due on **Thursday, Oct. 2**. Grade determination will be on the basis of value of the site for ministry, demonstrated knowledge of the site features, and perceptive critique of the site.
5. **Administrative Project.** Each student is expected to become familiar with at least one church administration software package. The Seminary provides Parsons' *Membership Plus [Version 7.0]* and *Fund Accounting Plus [Version 7.0]* in the Computer Lab. Using these programs, or other credible software as needed, prepare and submit a packet of basic church documents that must include, but not necessarily be limited to, such items as (1) a church membership roster with names and addresses (for simplicity and brevity, you may enter only one family cohort to illustrate), (2) an annual budget, (3) a monthly financial report, and one set of agendas and minutes for both (4) a monthly board meeting and (5) an annual church meeting. These may be actual documents developed in a local church context and used with permission [understanding that their quality will be graded!], or they may be simulated. For manageability, the church size may be set at 100 persons. Class members may assist each other but may not submit duplicate documents. Due date: **Thursday, Oct. 30**.
6. **Examination.** A final exam will be administered on **Thursday, Dec. 11**.

GRADING PROCEDURE

Internet Research Assignment	25%
Liturgical Paper	25%
Administrative Project	25%
Final Exam	25%

Late papers may be penalized at the rate of one movement within the letter grade per calendar day. Grades will be averaged using the following scale: F=1; D-=2; D=3; D+=4; C-=5; C=6; C+=7; B-=8; B=9; B+=10; A-=11; A=12.

SELECTED BIBLIOGRAPHY

- Anderson, Ray S. *Minding God's Business*. Grand Rapids: Wm. B. Eerdmans Publishing Company, 1986.
- _____. *Ministry on the Fireline: A Practical Theology for an Empowered Church*. Downers Grove, IL: InterVarsity Press, 1993.
- _____. *The Soul of Ministry: Forming Leaders for God's People*. Louisville, KY: Westminster John Knox Press, 1997.
- _____. *The Shape of Practical Ministry: Empowering Ministry with Theological Praxis*. Downers Grove, IL: InterVarsity, 2001.
- Barna, George. *The Power of Vision*. Ventura, CA: Regal Books, 1992.
- _____. *Today's Pastors*. Ventura, CA: Regal Books, 1993.
- Bonhoeffer, Dietrich. *Life Together*. London: SCM Press, 1970.
- Callahan, Kennon L. *Effective Church Leadership*. San Francisco: Harper San Francisco, 1990.
- Clinton, J. Robert. *The Making of a Leader*. Colorado Springs, CO: NavPress, 1988.
- Davis, Billie. *People, Tasks, and Goals: Studies in Christian Leadership*. 2nd ed. Irving, TX: ICI University Press, 1997.
- Dobson, Ed; Wayne Gordon; and Louis McBurney. *Stand Fast: Ministry in an Unfriendly World*. Sisters, Oregon: Multnomah Books, 1994.
- Engstrom, Ted W. *The Making of a Christian Leader*. Grand Rapids: Zondervan Publishing House, 1976.
- Finzel, Hans. *The Top Ten Mistakes Leaders Make*. Wheaton, IL: Victor Books, 1994.
- Gelder, Craig Van. *The Essence of the Church: A Community Created by the Spirit*. Grand Rapids: Baker, 2000.
- Gibbs, Eddie. *Church Next: Quantum Changes in How We Do Ministry*. Downers Grove, IL: InterVarsity, 2000.
- Greenslade, Philip. *Leadership, Greatness, and Servanthood*. Minneapolis: Bethany House Publishing, 1984.
- Haggai, John. *Lead On*. Waco, TX: Word Books, 1986.
- Hunter, George. *A Church for the Unchurched*. Nashville: Abingdon Press, 1996.
- _____. *How To Reach Secular People*. Nashville: Abingdon Press, 1992.
- Huron, Roderick E. (compiler). *Christian Minister's Manual*. Cincinnati, OH: Standard Publishing, 1984.
- Jones, E. Ray. *Standard Funeral Manual*. Cincinnati, OH: Standard Publishing, 1991.
- McLaren, Brian D. *The Church on the Other Side: Doing Ministry in the Postmodern Matrix*. Grand Rapids: Zondervan, 2000.
- Sanders, J. Oswald. *Spiritual Leadership*. Chicago: Moody Bible Institute, 1987.
- Shawchuck, Norman and Roger Heuser. *Leading the Congregation: Caring for Yourself While Serving the People*. Nashville: Abingdon, 1993.
- Snyder, Howard A. with Daniel V. Runyon. *Decoding the Church: Mapping the DNA of Christ's Body*. Grand Rapids: Baker, 2002.
- Stowell, Joseph M. *Shepherding the Church into the 21st Century*. Wheaton: Victor Books, 1994.
- Warren, Rick. *The Purpose-Driven Church*. Grand Rapids: Zondervan, 1995.
- White, James Emery. *Rethinking the Church: A Challenge to Creative Redesign in an Age of Transition*. Grand Rapids: Baker, 1997.

SPECIFIC DATA

Syllabus prepared by Edgar R. Lee, August 2003.