

Syllabus

Creating a Winning Team Doctor of Ministry Seminar – CEAM 8304

Winter Trimester, 2008-2009
December 8-10, 2008

New Orleans Baptist Theological Seminary
Division of Christian Education Ministries

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Mission Statement

The mission of New Orleans Baptist Theological Seminary is to equip leaders to fulfill the Great Commission and the Great Commandments through the local church and its ministries.

Course Description

This seminar will focus on identifying characteristics of successful teams in local churches and other ministry situations. Students will address critical components, necessary leadership styles, communication and other team building strategies, and barriers to effective teamwork in ministry situations. Students will utilize an assessment instrument to analyze the dynamics of their own ministry teams.

Course Objectives

By the completion of the course, each student will have had an opportunity to ...

1. Identify the stages of team development as well as the significant issues at each stage.
2. Conduct an assessment of the strengths and weaknesses of their present ministry team.
3. Apply the strategies of transitioning a staff to a team within a personal ministry situation.

4. Survey the characteristics of winning teams within the context of the athletics and the military and contrast these approaches to biblical mandates and principles.
5. Identify the barriers to effective team building and develop solutions for these barriers in a ministry context.
6. Survey a variety of formats for staff ministry teams within the context of local church or other ministry situations.

Texts

Cladis, George. *Leading the Team-Based Church*. San Francisco: Jossey-Bass, 1999. (ISBN 0-7879-4119-0)

Kline, Theresa. *Remaking Teams: The Revolutionary Research-Based Guide That Puts Theory into Practice*. San Francisco: Jossey-Bass, 1999. (ISBN 0-7879-4648-6) (Though widely available, this book is technically out of print. Students will only need to utilize an assigned chapter for an in-class presentation. Please check libraries or other students. If necessary contact the ProDoc Office for assistance.

Ukens, Lorraine L. *Stranded in the Himalayas Activity Book*. San Francisco: Jossey-Bass/Pfeiffer, 1998. (ISBN 0-7879-3970-6) Note: Students should purchase this activity book and bring to the seminar; however, do not complete the exercises prior to the seminar. This booklet will be used during the seminar sessions.

Read assignment 2 below before purchasing one of the following two books:

Katzenbach, Jon R. and Douglas K. Smith. *The Wisdom of Teams*. New York: HarperCollins, 2003. (ISBN 0-06-052200-3)

MacMillan, Pat. *The Performance Factor; Unlocking the Secrets of Teamwork*. Nashville: Broadman & Holman, 2001. (ISBN 0-8054-2375-3)

Texts for Round Table Book Discussions: (Read assignment 4 before purchasing one of the following books)

Cordeiro, Wayne. *Doing Church as a Team: The Miracle of Teamwork and How It Transforms Churches* (Revised and expanded ed.). Ventura, CA: Regal / Gospel Light, 2004. (ISBN 0-8307-3680-8)

Lencioni, Patrick. *The Five Dysfunctions of a Team: A Leadership Fable*. San Francisco: Jossey-Bass, 2002. (ISBN 0-7879-6075-6)

McIntosh, Gary I. *Staff Your Church for Growth: Building Team Ministry in the 21st Century*. Grand Rapids, MI: Baker, 2000. (ISBN 0-8010-9095-4)

Ott, E. Stanley. *Transform Your Church with Ministry Teams*. Grand Rapids, MI: William B. Eerdmans, 2004. (ISBN 0-8028-2233-9)

Parker, Glenn M. *Cross-Functional Teams: Working with Allies, Enemies, and Other Strangers* (revised ed.) San Francisco: Jossey-Bass, 2003. (ISBN 0-7879-6085-3)

Requirements

1. **Review of Popular Team Building Book:** Each student will review a current, popular book on team building from the sports, military, or business perspective. Each student will present a fifteen minute overview of the book during the seminar highlighting the key requirements for team building suggested by the author, contrasting and comparing the contents with biblical principles, and suggesting possible integration into building teams in a ministry context.

These reviews should be summarized in a five page paper to be submitted to the professors. In addition a one page summary should be distributed to all participants during the seminar.

Due Date: The book review is due during the first session of the seminar.

2. **Textbook Readings:** Each student is expected to assigned texts. In addition seminar participants will prepare critical reviews of:

Cladis – *Leading the Team-Based Church* (All seminar participants)

Katzenback & Smith – *The Wisdom of Teams* (Participants with last names A-M)

MacMillan – *The Performance Factor* (Participants with last names N-Z)

Each critique should be five to six pages in length. The first three pages should begin with a complete bibliographic entry and contain a brief synopsis including strengths and weaknesses of the author's presentation. The last two to three pages should be the student's individual reaction as to the validity and utility of the author's position. Identify points of agreement or disagreement and suggest application of the content to the student's personal ministry context.

Due Date: The textbook review is due during the first session of the seminar.

3. **Seminar Presentation:** Each student will be assigned a portion of the textbooks for a presentation during the seminar. These presentations should be from the perspective of a practitioner in a ministry setting: local church, denomination, campus ministry, etc. The student should anticipate involving seminar participants in a discussion of the assigned material.

Due Date: The presentation will be scheduled during the seminar. Participants should contact Dr. Sherrer by November 7, 2008, for precise requirements and schedule.

- 4. Book Round Table Discussion:** Each student will read one of the books listed in the “Round Table Book Discussion” section. Assignment of these books will be available from Dr. Sherrer by November 7, 2008. While a formal book critique is not required for these books, each seminar participant should be prepared to lead an overview and discussion of the application points for ministry of the assigned book. In addition, a one-page summary of the book should be distributed to all seminar participants.

Due Date: These discussions will be scheduled during the seminar. Book assignments will be available by November 7, 2008.

- 5. Analysis of Personal Team Ministry:** Each student is to analyze their current ministry situation in light of the principles of team ministry highlighted in the seminar. Students should discuss their personal situations with regard to (1) How the principles can be applied to creating and maintaining professional staff teams, and (2) How the principles can be applied to implementing a team based approach with lay church leaders. Be specific with regard to existing or potential application to the student’s ministry context. The analysis should be approximately five pages in length with a balance between staff and lay aspects.

Date Due: January 16, 2009.

- 6. Research and Integration Paper:** Each student will choose a topic related to team building in a ministry context and prepare a fifteen page research paper related to the chosen topic. The paper should reflect current research and practice in the field of team leadership and development. The paper should also highlight application of the principles of team building to the student’s specific ministry practice. Possible topics include (but are not limited to): team communication, leadership styles related to team building, problem solving skills for teams, conflict resolution for teams, establishing a vision with the team, determining mission and goals with a ministry team, building a team environment in a local church context. Students should utilize a minimum of 10 to 15 sources in researching the topic.

Date Due: January 16, 2009.

Evaluation

Book Review of Current Team Building Book (Assign 1)	10%
Critical Review of Textbooks (Assignment 2)	15%

Textbook Reading, Discussion, and Presentation (3)	15%
Round Table Book Discussion (Assignment 4)	15%
Analysis of Team Ministry (Assignment 5)	15%
Research & Integration Paper (Assignment 6)	30%

(Directed Study Assignments – As appropriate)

Directed Study Component (No on-campus involvement).

In addition to the requirements above, students who desire to participate in this seminar on an directed study basis will complete the following requirements:

- (1) Place the book review of a current team building book on video and submit prior to the seminar. It is anticipated that the video presentation will last approximately 15 minutes. Copies of the required paper accompanying the review should also be submitted prior to the seminar. Please postmark assignment no later than December 3, 2008.
- (2) Place the assigned presentation from the textbook on video and submit prior to the seminar. It is anticipated that the video presentation will last approximately 25 minutes. Please postmark the assignment no later than December 3, 2008.

Other assignments should be submitted as scheduled above.

Schedule

Monday (December 8) – 1:00 - 7:00 p.m.

Tuesday & Wednesday (December 9-10) – 8:00 a.m.- noon & 1:00 - 4:00 p.m.