

**PATH5334 Bi-Vocational Ministry**  
New Orleans Baptist Theological Seminary  
Division of Pastoral Ministries

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April 22-23, 2016 - Special Event Course in Concert with the NOBTS "No Restraints" Conference  
Spring 2017

### **Seminary Mission Statement**

The mission of the 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.

### **Purpose of the Course, Core Value Focus, and Curriculum Competencies Addressed**

The purpose of this course is to provide quality theological education for students in the discipline of pastoral ministries. The core value focus of the course will emphasize Characteristic Excellence, the NOBTS core value emphasis for 2016-17. The course will specifically address the competencies of interpersonal skills, servant leadership, spiritual and character formation, and components of bi-vocational ministry.

### **Course Description**

This course will aid students to develop competency in bi-vocational pastoral ministry through a study of how to accept a call to a bi-vocational church, begin a bi-vocational ministry, build relationships, carry out pastoral ministry on a bi-vocational basis, equip others for ministry, provide effective leadership and church administration, and prepare to leave a bi-vocational church position.

### **Student Learning Outcomes**

Bi-vocational ministry is a specific and important type of pastoral ministry. While all Christians shepherd others in various roles and relationships, some are involved in a bi-vocational ministry. Therefore, by the end of this course, students will:

1. Be able to apply ministry principles, concepts, methodologies, and resources within a bi-vocational ministry situation or church.
2. Value bi-vocational pastor-type shepherding as a vital part of their ministry calling and work.
3. Demonstrate acceptable proficiency in bi-vocational ministry functions (such as doing pastoral visitation, administering the ordinances, performing weddings, conducting funerals and ordinations, providing church leadership and administration, equipping members in ministry, preaching, counseling as a bi-vocational minister, and incorporating efficient time management).

### **Course Methods**

1. Lecture presentations and other methods will be utilized to teach the course concepts and methodologies, as well as to present various resources available for bi-vocational ministry.
2. Writing assignments will be required to facilitate experiential learning regarding the role, responsibilities, and ministries of bi-vocational ministers. Resource persons will be used to share experiences, as time permits.
3. Resource comparisons will be used to enhance and promote personal insights in ministry. Student interaction with peers, pastoral ministry resource persons, and the course instructor are encouraged during the duration of this class to facilitate such insights.

4. Conferences with the instructor are invited and may be accomplished via telephone, e-mail, or personal visits. Even informal conferences can stimulate learning and application of course principles and concepts.

## Textbooks

Students are encouraged to explore the variety of resources useful for contemporary bi-vocational ministry. The texts listed below and in the Selected Bibliography will be helpful.

The following textbooks are **required**:

Bickers, Dennis. *The Bi-Vocational Pastor: Two Jobs, One Ministry*. Kansas City: Beacon Hill Press, 2004.

Highland, James W. *Serving as a Bi-Vocational Pastor: Positive Help for a Growing Ministry*. Newburgh, IN: Newburgh Press, 2012.

The following textbooks are **optional** (will be helpful and may be used in class assignments):

Daman, Glenn. *Leading the Small Church: How to Develop A Transformational Ministry*. Grand Rapids: Kregel, 2006.

Gilder, Ray. *Uniquely Bi-Vocational: Understanding the Life of a Pastor Who Has a Second Job*. Forest, VA: Salt and Light Publishing, 2013.

## Course Requirements

This is a Special Events course format, taught in concert with the Caskey Center “No Restraints” Conference. Students registering for the course are also required to register separately for the Conference. Students are required to attend all class sessions as well as all conference sessions in order to receive credit for the course.

Students are required to accomplish a reading assignment, theology and philosophy ministry assignments, and a major ministry assignment, as follows:

### A. Reading Assignments.

1. Submit **one** typed, three pages or less (single-spaced) **annotated analysis** of the **two** required textbooks (Bickers and Highland) and **one** book from the syllabus bibliography of the student’s choice on bi-vocational ministry or on pastoral ministry. **Format:** this **one single-spaced** analysis should give a correct bibliographic listing of **each** of the three books with their associated annotations, which answer the following questions:

- a. What is a two-paragraph (or less) summary of the book?
- b. What is one (or more) helpful feature(s) of the book for bi-vocational ministry/pastoral ministry?
- c. What is one difficulty, deficiency, or limitation in using the book for bi-vocational/pastoral ministry?

A cover page is to be **used**, but do not include an intervening blank page (or binder if submitted in class).

2. Read 1 Timothy and 2 Timothy in the New Testament during this course and submit a statement to the professor of having read both biblical books.

### B. Biblical Basis and Ministry Plan Assignments (you must complete **both** ministry assignments).

1. Prepare a typed (single-spaced), **four-page** (or less) paper on the **biblical basis for bi-vocational ministry**, which gives **biblical** references (i.e., two to five references per topic) **and** discusses these topics: ministry and shepherding God’s people in the Old Testament, ministry and shepherding God’s people in the New Testament, the offices of pastor and deacon, the pastor’s calling and ordination, preaching and teaching, pastoral visitation and evangelism, the ordinances, and the pastor’s spiritual life and example. **Format:** each topic is to be taken **in the order**

given herein and is to be listed as a heading followed by its respective **biblical references** and **discussion**. A cover page is to be **used**, but do not include an intervening blank page (or binder if submitted in class).

2. Prepare a typed (single-spaced), **four-page** (or less) **plan for carrying out bi-vocational ministry** with regard to: church worship, outreach/witnessing, discipleship, servant leadership, missions, ministries, stewardship, conflict management, time management and ministry priorities, funerals, weddings, church staff relationships, and the pastor's ministry and family. **Format:** same as the biblical basis paper, **except** that **biblical** references are **not** to be cited and discussed. A cover page is to be **used**, but do not include an intervening blank page (or binder).

**C. Major Ministry Assignment Options** (choose only **one** of these two major ministry assignment options:

\*Option one—pastoral ministry handbook;

\*Option two—pastoral ministry praxis experience).

1. **Option one: pastoral ministry handbook**—specifications:

a. Submit pastoral ministry-related assignments as per the instructions given on Blackboard.

b. Handbook assignments will include eight typed prayers, two wedding ceremonies, four funeral services and sermon briefs, a quarterly sample church calendar, a plan of preaching for four Sundays and Wednesdays (with sermon briefs), and eight orders of worship (with two sermon briefs). The specified sermon brief form is on Blackboard.

2. **Option two: pastoral ministry praxis experience**—specifications:

a. Complete and submit a Monthly Ministry Report for two months of pastoral ministry during the current semester (see Blackboard for this and the other forms for the praxis assignment).

b. Complete and submit a Director of Missions Ministry Praxis Form.

c. Complete and submit a Supervisor Ministry Praxis Form. Note: the supervisor must have a minimum of ten years of experience as a pastor and must be approved by the course professor as an appropriate praxis ministry mentor.

d. Complete and submit a Personal Ministry Praxis Assessment and Growth Plan Form.

## Course Exam

Students must take a final exam in accordance with the seminary and course exam schedule. The final exam will be a take-home, open-book exam, and questions will relate to the conference sessions, class presentations, required textbooks, and assignments. The exam will also include an individual assessment of the personal accomplishment of two student-selected syllabus learning outcomes.

## Evaluation

All course outcomes will be evaluated through the grading of the course assignments and final exam. Student participation and behavior in class will also be considered in the evaluation of the course outcomes and grading.

The student's final grade will be determined as follows:

|                              |     |
|------------------------------|-----|
| 1. Annotated Analysis        | 15% |
| 2. 1 & 2 Timothy Assignment  | 5%  |
| 3. Biblical Basis Paper      | 15% |
| 4. Ministry Plan Paper       | 15% |
| 5. Major Ministry Assignment | 30% |
| 6. Final Exam                | 20% |

## Late Assignments

Assignments turned in **past the date due** will incur a late penalty of **ten** points, which will be deducted from the assignment grade. Assignments will **not be accepted more than one week past the date due** without permission from the course professor. However, students are reminded that some points for assignments submitted late are better than no points for assignments not submitted.

## Course and Assignments Schedule

The class will meet at the main campus on Friday, April 21, 2017 from 8:30 am - 5:00 pm. and on Saturday April 22, 2017 from 3:30-5:00 pm. In addition, members of the class will attend all sessions and break-out sessions of the “No Restraints” conference. Attendance of all class sessions and conference sessions is required (**no exceptions**).

Course topics will be derived from the following possibilities:

### Introduction

- Course Syllabus

- Student Background Survey

- The Opportunity and Challenge of Bi-Vocational Ministry

### The Biblical Basis of Bi-Vocational Ministry and Christian Shepherding

- Biblical and Historical Concepts

- The Calling to Bi-Vocational Ministry and Shepherding

- God’s Will and Pastor Search/Personnel Committees

- The Matter of Ordination

### Bi-Vocational Considerations

- Personal Residence or Church Housing

- Ministry Compensation and Expense

- Ministry Schedule and Church Expectations

### Plan for Carrying Out Bi-Vocational Ministry

- Essentials of an Effective Shepherding Ministry

- Ministry Competencies

- Beginning and Carrying Out Bi-Vocational Ministry in a Church

- Praying in Services and at Other Places and Times

- Preaching and Worship Services: Preparing and Planning

- Performing the Ordinances

- Performing Funerals, Weddings, and Ordinations

- Visiting and Counseling

- Witnessing and Equipping

- Servant Leadership and Church Administration

- Interpersonal Relationships and Skills (Deacon, Staff, Community, and Family)

- Problem Solving, Planning, Decision Making, and Conflict Management

- Managing Change and Reviving a Church

- Scheduling, Time Management, and Ministry Priorities

- Spiritual Life, Example, Finances/Stewardship, and Personal Growth

- Ministry, Technology, and Social Networking

- Participating in Associational Events

- Ending Bi-Vocational Ministry with a Church

- The Call to a New Work

- Ending Responsibilities and Making New Commitments

- Continuing Relationships and Returning

### Concluding Matters in Bi-Vocational Ministry and Christian Shepherding

Assignments are to be submitted by e-mail ([mtolbert@nobts.edu](mailto:mtolbert@nobts.edu)) and are due on **May 6, 2017**.

The final exam will be available on **May 1**, and will be **due** by e-mail to [mtolbert@nobts.edu](mailto:mtolbert@nobts.edu) by **May 6, 2017**.

### Selected Bibliography

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