



**PATH6230 or EVAN6230  
SUPERVISED MINISTRY 2:  
MINISTRY PRACTICUM (INTERNET)**  
New Orleans Baptist Theological Seminary  
Division of Pastoral Ministries  
**Summer 2017**

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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.

**Core Value Focus**

The seminary has five core values: Doctrinal Integrity, Spiritual Vitality, Mission Focus, Characteristic Excellence and Servant Leadership. The core value focus for this academic year is Characteristic Excellence. Characteristic Excellence is described as “What we do, we do to the utmost of our abilities and resources as a testimony to the glory of our Lord and Savior Jesus Christ” (2016-17 Online Graduate Catalog, p. 5).

**Curriculum Competencies**

All graduates of NOBTS are expected to have at least a minimum level of competency in each of the following areas: Biblical Exposition, Christian Theological Heritage, Disciple Making, Interpersonal Skills, Servant Leadership, Spiritual and Character Formation, and Worship Leadership. The curriculum competencies addressed in this course are: Disciple Making, Interpersonal Skills, and Servant Leadership.

**Course Description**

This course is designed to guide each student in a ministerial internship compatible with the curriculum within his or her respective degree program. Course offerings will be coordinated and faculty members will be enlisted by the Director of Supervised Ministry. Also can be taken as EVAN6230. Prerequisite: EVAN5230 Supervised Ministry1. Course is available in a mentoring format. **The internship should be compatible with the future ministry goals of the student. Each student will spend the semester in a supervised ministry context interacting with a ministry supervisor/mentor and with the professor.**

## Student Learning Outcomes

In order to serve churches effectively through team ministry, the students, by the end of the course, should:

1. Be able to apply their knowledge and comprehension of applied ministry to serving churches effectively through team ministry and for stimulating evangelistic church growth and health through mobilizing the church for missions, evangelism, discipleship, and applied ministry.
2. Value applied ministry.
3. Be able to practice applied ministry skills.

## Textbooks

Pyle, William T. and Mary Alice Seals, eds. *Experiencing Ministry Supervision, A Field-Based Approach*. Nashville: Broadman and Holman, 1995.

Hillman Jr., George M. *Preparing for Ministry: A Practical Guide to Theological Field Education*. Grand Rapids: Kregel Publications, 2008.

McIntosh, Gary and Samuel D. Rima, Sr. *Overcoming the Dark Side of Leadership: How to Become an Effective Leader by Confronting Potential Failures*. Rev. ed. Grand Rapids: Baker Books, 2007.

## Course Teaching Methodology

1. Students will spend time each week in a ministry setting.
2. Students will meet weekly with ministry supervisors/mentors.
3. Students will read assigned materials and write book summaries and a book review.
4. Students will be involved in evaluation both from a supervisor and a self-evaluation.

## Course Requirements and Course Schedule

1. Students will secure a place of ministry (either paid or volunteer). They will perform at least 7 hours of ministry a week at their places of ministry for 7 weeks beginning **June 5**. Students will submit a **Project Approval Form on June 5** after they have secured a ministry site and a qualified field supervisor. **Students should view the Mentor Training Videos with their supervisors before June 19 and have their supervisors fill out a Mentor Verification Form due by that date indicating the material has been viewed.**

The videos and PowerPoint Presentation is on the NOBTS website at <http://www.nobts.edu/supervised-ministry/supervised-ministry-2/training-videos.html>  
<http://www.nobts.edu/supervised-ministry/supervised-ministry-2/mentor-training.html>

2. All students who are Church Staff Members of churches and ministries (including Pastors) should meet weekly with their supervisors/mentors. Weekly meetings should include honest evaluation of the student's strengths, passions, and areas which need improvement as well as addressing personal, relational, and professional issues.

**\*Field supervisors for Pastors can be Directors of Missions, other Senior Pastors in the area, Seminary Professors, or other denominational leaders.**

3. Non-staff/non-local church related students: These students are to meet weekly with their field supervisors/mentors for dialogue which should include honest evaluation of the student's strengths, passions, and areas which need improvement or development as well as addressing personal, relational, and professional issues.

4. **Case studies:** All students will submit two case studies. The case studies should relate to an event this summer in which the student has had some responsibility for the outcome. It must be as brief as possible, one page, single-spaced, and include the following: the event's background, a description of what happened, an analysis of the event, and a self-evaluation of the student's performance. Do not divulge confidential information in the case study. **The case studies should be submitted by June 30 and July 21.**

5. Each student is required to fill in the **Weekly Report Form** concerning activity in ministry during the previous week, beginning **June 5**. The **first report** (Weeks 1-4) is to be submitted by **June 30**. The **second report** (Weeks 5-7) is to be submitted by **July 21**.

6. A **Supervisor's Evaluation Form** should be filled out by the supervisor in the presence of the student at the end of the twelve weeks of ministry and **submitted by July 21**.

7. Each student will be required to submit a **personal evaluation paper** at the end of the course. This evaluation should include a short summary of how the student's involvement in ministry has helped in personal growth as a Christian minister during this semester and should include reflections on how the student's ministry experience related to his/her call to ministry. The student should list any problems/successes that related to his/her professional development. This evaluation should be 2-3 double-spaced pages in length and **submitted by July 21**.

**8. Textbook Assignments:**

Pyle, William T. and Mary Alice Seals, eds. *Experiencing Ministry Supervision, A Field-Based Approach*. Nashville: Broadman and Holman, 1995.

Hillman Jr., George M. *Preparing for Ministry: A Practical Guide to Theological Field Education*. Grand Rapids: Kregel Publications, 2008.

McIntosh, Gary and Samuel D. Rima, Sr. *Overcoming the Dark Side of Leadership: How to Become an Effective Leader by Confronting Potential Failures*. Rev. ed. Grand Rapids: Baker Books, 2007.

- a. All students must submit an **outline/summary** of pp. 1-65, 85-96 of the **Pyle and Seals book** by **June 12**. The summary should be approximately 2 to 3 double-spaced pages in length.
- b. All students must submit an **outline/summary** of pp. 99-137 of the **Pyle and Seals book** by **June 30**. The summary should be approximately 2 to 3 double-spaced pages in length.
- c. All students must submit a **book review** of the **Hillman book** due by **July 10**. The review should be 4-5 pages double spaced in length. **Students are not required to read or review Part 5: Chapters 17 and 18.**
- d. All students must submit a **book review** of the **McIntosh and Rima book** due by **July 17**. The review should be 4-5 double-spaced pages in length.
9. **Students will perform 5 hours of ministry in the city of New Orleans or in another urban setting nearest to the student with a church or inner city ministry or agency.** A brief **report** including the details of the ministry project must be submitted by **July 21**.
10. Students are expected to participate in the **unit discussion board forums**. Students are expected to **provide one post for each discussion question** and at least **one post in response to another student**

### Submission of Assignments

All assignments should be submitted in Blackboard. Click on the assignment within the Unit, attach the file, and then click submit. Forms when completely filled out can be scanned into PDF documents and attached.

### Evaluation of Grade

This course is a **Pass/Fail course**. **All assignments** for the course must be completed and **all forms** must be submitted in order for the student to receive a passing grade.

Unit	Assignment
Unit 1 (May 29-June 12)	Introductions on Blackboard; Discussion Board Assignment; Project Approval Form; First Outline/Summary of Pyle & Seals
Unit 2 (June 13-19)	Mentor Training Video (Both Sessions); Mentor Verification Form; and Discussion Board Assignment
Unit 3 (June 20-30)	Second Outline/Summary of Pyle & Seals; First Case Study; and Weekly Report Form (1-4)
Unit 4 (July 1-10)	Hillman Book Review and Discussion Board Assignment
Unit 5 (July 11-21)	McIntosh & Rima Book Review; Second Case Study; Weekly Report Form (5-7); Supervisor's Evaluation Form; Personal Evaluation; and Urban Ministry Report

### **Technical Assistance**

For assistance regarding technology, consult ITC (504-816-8180) or the following websites:

1. [Selfserve@nobts.edu](mailto:Selfserve@nobts.edu) - Email for technical questions/support requests with the [Selfserve.nobts.edu](http://Selfserve.nobts.edu) site (Access to online registration, financial account, online transcript, etc.)
2. [BlackboardHelpDesk@nobts.edu](mailto:BlackboardHelpDesk@nobts.edu) - Email for technical questions/support requests with the NOBTS Blackboard Learning Management System [NOBTS.Blackboard.com](http://NOBTS.Blackboard.com).
3. [ITCSupport@nobts.edu](mailto:ITCSupport@nobts.edu) - Email for general technical questions/support requests.
4. [www.NOBTS.edu/itc/](http://www.NOBTS.edu/itc/) - General NOBTS technical help information is provided on this website.

### **Help for Writing Papers at “The Write Stuff”**

NOBTS maintains a Writing Center designed to improve English writing at the graduate level.

Students can receive writing guides, tips, and valuable information to help in becoming a better writer.

### **Plagiarism on Written Assignments**

NOBTS has a no tolerance policy for plagiarism. Plagiarism in certain cases may result in expulsion from the seminary. See the NOBTS Student Handbook for definition, penalties, and policies associated with plagiarism.

## **SUPERVISED MINISTRY 2 ASSIGNMENTS**

All students must receive approval for their place of assignment. This approval is secured by filling out the **Approval Form** that is provided in the syllabus and by turning it in on or before **June 5**. Basic requirements for an assignment are:

- a. Done with a supervisor/mentor chosen by the student.
- b. Practical involvement in professional Christian ministry.
- c. A minimum of seven hours of work per week (7 weeks total).
- d. Contributes toward one's chosen Christian vocation; i.e., it cannot be work that would ordinarily be carried out by a lay person in the church.

### **Assignments may be chosen in the following areas:**

- a. One may be supervised in his/her current church staff position (Pastor, Associate Pastor, Minister of Music/Worship Leader, Student Minister, Minister of Education, etc.).
- b. One may choose to work with the North American Mission Board or other Christian agency on a weekly basis.
- c. One may choose to work with a local pastor as a pastoral intern or with a minister of education, music, or youth, or with a college minister as an intern.
- d. One may serve as an assistant to a hospital chaplain, prison chaplain, or institutional chaplain.
- e. One may serve with the Baptist Association in the area. This may be done in conjunction with a local church.
- f. Some other experiences may qualify for assignments. These should be discussed with the professor.

**NOTE:** This is a **pass/fail course**. In order to pass this course, students must complete satisfactorily **all assignments**. Assignments should be turned in when due.

## **QUALIFICATIONS OF SUPERVISORS/MENTORS**

1. Master's Degree from an accredited theological seminary (Required although experience can be considered)
2. Ministerial staff member of a church, denomination, or parachurch ministry
3. Ordination or license from a Baptist church (Exceptions for female staff members/supervisors/mentors)
4. At least three years of leadership experience in ministry  
(At least three of these qualifications must be met. Check with professor for any exceptions.)

**PROJECT APPROVAL FORM**  
**NOBTS – SUPERVISED MINISTRY 2 PATH6230 OR EVAN6230**

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**Name of Field Supervisor**

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**Name of Student**

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**Name of Ministry**

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**Student's Ministry Position**

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**Address**

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**Address**

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**City, State, Zip**

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**City, State, Zip**

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**Phone (Include Area Code)**

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**Phone (Include Area Code)**

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**Field Supervisor's E-mail**

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**Student's E-mail**

I have established a learning agreement with the above-named student in the Supervised Ministry 2 program of New Orleans Baptist Theological Seminary for a minimum of 7 weeks of supervised experience.

- I. It is my understanding that my responsibilities include:
1. Supervise the involvement of the student in the various aspects of this ministry.
  2. Meet with the student each week to discuss his/her experience in this ministry.
  3. Help the student discover his/her strengths as well as lesser strengths.
  4. Make a final evaluation report to the Supervised Ministry Office.
  5. Attend the Mentor Training session or view the training resources provided for supervisors by the Supervised Ministry Office of NOBTS.
- II. The student's responsibilities will include:
- 1.
  - 2.
  - 3.
  4. Others...(use back if necessary)

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**Field Supervisor**

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**Date**

Please retain a copy of this form for your personal file.

**SUPERVISED MINISTRY 2 PATH6230 OR EVAN6230  
NEW ORLEANS BAPTIST THEOLOGICAL SEMINARY  
SUPERVISOR'S EVALUATION OF STUDENT'S PERFORMANCE**

**NAME OF STUDENT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PLACE OF ASSIGNMENT:** \_\_\_\_\_

Please evaluate:

1. Student's attitude toward your ministry:

2. Student's co-operation:

Did this student make significant contributions or did he/she impose limitations upon the program?

Please list any problems encountered with this student:

Overall evaluation of student's performance:      **GOOD** \_\_\_\_\_ **FAIR** \_\_\_\_\_ **POOR** \_\_\_\_\_

Number of hours completed at your ministry site [**49 hours minimum**] \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_

Student's Signature \_\_\_\_\_

**Note:** This evaluation will be used if needed in counseling the student regarding his/her ministry and will not effect his/her grade. Use back of sheet for additional comments if necessary. Please go over your evaluation with the student and let the student return this form to our office.



**Supervised Ministry 2 PATH6230 or EVAN6230**

**Weekly Report Form (1-4)**

Supervisor Name \_\_\_\_\_

Student Name \_\_\_\_\_

W E E K	Type of Ministry	Hours Involved	Description of Ministry Activity	Comments
1				
2				
3				
4				

**Supervised Ministry 2 PATH6230 or EVAN6230**

**Weekly Report Form (5-7)**

Supervisor Name \_\_\_\_\_

Student Name \_\_\_\_\_

W E E K	Type of Ministry	Hours Involved	Description of Ministry Activity	Comments
5				
6				
7				

**MENTOR TRAINING VERIFICATION  
NEW ORLEANS BAPTIST THEOLOGICAL SEMINARY  
FOR SUPERVISORS OF STUDENTS  
IN SUPERVISED MINISTRY 2  
PATH6230 OR EVAN6230**

I viewed the Mentor Training Material provided by the Supervised Ministry Office of New Orleans Baptist Theological Seminary.

_____ Location	_____ Date	_____ Signature of Field Supervisor
_____ Title	_____ Name of Church or Ministry	
_____ Address	_____ City, State, and Zip	
_____ E-mail	_____ Phone	
_____ Student	_____ Student's Ministry Position	

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