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.

**Purpose of the Course**

The purpose of this course is to familiarize students with the programs, resources, and organizational structures and process of strategic planning of a Sunday School ministry a local church.

**Core Value Focus**

*Doctrinal Integrity* – Knowing that the Bible is the Word of God, we believe it, teach it, proclaim it, and submit to it. The doctrinal statements used in our evaluations are our Articles of Religious Belief and the Baptist Faith and Message Statement.

*Spiritual Vitality* – We are a worshiping community, with both personal spirituality and gathering together as a Seminary for the praise and adoration of God and instruction in His Word.

*Mission Focus* – We are not here merely to get an education or to give one. We are here to change the world by fulfilling the Great Commission and the Great Commandments through the local church and its ministries.

*Characteristic Excellence* – 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.

*Servant Leadership* – We follow the model of Jesus and exert leadership and influence through the nurture and encouragement of those around us.

Annually, the President will designate a core value that will become the focus of pedagogy for the year. For 2013-2014 academic year that Core Value is *Doctrinal Integrity*.

**Curriculum Competencies Addressed**

This course will address the following curriculum competencies:
1. *Interpersonal Skills*: Understand how to build relationships with other ministry leaders within the local church.

2. *Servant Leadership*: Determine how the Senior Pastor, staff members, and lay leaders can serve one another while still providing the appropriate leadership required.

3. *Spiritual and Character Formation*: As a leadership team intentionally “grow up in all things into Him who is the head – Christ” (Eph. 4:15b, NKJV).

**Course Description**

This course focuses on the delivery of Christian education in a local church context to foster strategic church development utilizing the Sunday school. Both traditional and contemporary Christian education methods for all age groups will be examined.

**Learning Objectives**

This course is designed to introduce students to the basic principles, procedures, guidelines, and available resources for conducting the ongoing administration of Christian Education in the local church. The student involved in this process should be able to accomplish the following:

1. Understand the relationships and essential operations in the administration and management of the Sunday school ministries of the local church.

2. Identify from Scripture biblical concepts for administration of the Sunday school in the local church, and analyze these administrative practices in terms of a biblical worldview.

3. Value the similarities and differences between leadership, management, and administration.

4. Students will demonstrate administrative principles and practices to the planning, organizing, leading and evaluating the Sunday school ministries of the local church.

**Required Readings**

The following text and resources are required reading for class discussions and are to be read in their entirety unless otherwise specified.

**Required Texts**


**Course Teaching Methodology**

This course will utilize a lecture and interactive discovery-learning format.
Course Policies

Late Assignments
Personal time management is as much a requisite skill for ministry as is mastery of the course content. Accordingly, assignments are due in the Blackboard course assignment section by 11:59 pm on the date indicated in the Course Schedule. Assignments not submitted at this time are considered late and will be automatically penalized 10% for each date late including weekends. Late assignments will not be accepted one week beyond the original due date, no exceptions. No grades of Incomplete will be issued for this course. If a late assignment is not received by the final course session, a grade of “F” is automatically earned for the course.

Grading Scale
Your final grade will be based on your total accumulation of points as indicated under the Learning Activities and Assessments section of this syllabus according to the grading scale in the NOBTS 2011-2012 catalog.

A  93-100  B  85-92  C  77-84  D  70-76  F  69 and below
A grade of “F” may require the student to retake the course to complete the degree. No grades of INCOMPLETE will be issued in this course.

Assignments and Evaluation Criteria

Critical Reflection Paper – 30%
Create a clear and concise ten page critical reflection paper on a leadership or management necessity related to the Sunday School of the local church ministry. The paper will consist of a synthesis and analysis of the pertinent literature as well as a proposal for the integration of concepts to this specific local church ministry context. (Always begin a paper with the theological basis before entering into the philosophical concerns.)

Annotated Bibliography –15 % (3 texts x 5% each)
Create a two or three sentence single-spaced annotation for each of the course texts. Each Annotated Bibliography should contain the correct format as cited in Turabian 9.36 with the addition of the number of pages of the referenced work at the end of the citation. Each annotation that follows should contain of your appraisal and considerations on the text not just a synopsis of the text. Following the annotation, indicate whether or not you read the text in its entirety.

Strategic Planning Project and Presentation -35%
Develop a strategic plan for a Sunday School or the counterpart small group Bible study ministry, of the local church ministry Guidelines for the development of this process will be explained in class. The student may delimit SPP to the specific age group for which you are preparing to serve. The student will present your findings in class via PowerPoint presentation.
Classroom Decorum – 20%
Participation is required for every course session due to the interactive learning format of the course. A positive attitude can only enhance the learning experience. Therefore, for the purposes of this class, a positive attitude and participation are defined as productive and interactive engagement with classroom presentations and classroom dialogues throughout a full course session. You cannot participate effectively if you are not focused on the subject matter while in the classroom. Consequently, the student is expected:

- To come class with a constructive point of view, prepared to interact with the readings and resources on the course topic in discussion groups and classroom dialogues.
- To dress appropriately and in accordance with the NOBTS Student Handbook.
- To turn off cell phones and to not accept any phone calls during class.
- To use laptops appropriately.

Text Review Readings for Extra Credit – 3% extra credit
OPTIONAL: Create a five-page text review for a book selection not already required or read for the course. The text selected must be pre-approved and consist of at least 150 pages. The text review should include a brief summary, the vital concepts, and your appraisal and considerations on the text.

Course Policies
Netiquette
Appropriate Online Behavior. Each student is expected to demonstrate appropriate Christian behavior when working online on Discussion Boards or whenever interaction occurs through web, digital, or other electronic medium. The student is expected to interact with other students in a fashion that will promote learning and respect for the opinions of others in the course. A spirit of Christian charity is expected at all times in the online environment.

Academic Honesty Policy
All graduate and undergraduate NOBTS students, whether on-campus, internet, or extension center students, are expected to adhere to the highest Christian standard of honesty and integrity when completing academic assignments for all courses in every delivery system format. The Bible provides our standard for academic integrity and honesty. This standard applies whether a student is taking tests, quizzes, exams, writing papers, completing Discussion Boards, or any other course requirement.

Selected Bibliography


