



PASTORAL MINISTRY – PATH5331

New Orleans Baptist Theological Seminary
Pastoral Ministries Division ♦ Orlando Extension Campus
Fall 2015/16 ♦ Mondays 9:00-10:50 a.m.
8/31, 9/14, 9/28, 10/12, 10/26, 11/9, 11/30, 12/14

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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. This course supports the five core values emphasized by the seminary.

The core value for 2015-2016 is Mission Focus. 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."

Course Description

This course will aid students to develop competency in pastoral ministry through a study of being called to a church, beginning a pastoral ministry, building relationships, leading a church, and leaving a church field. Practical ministry matters, as well as theological and philosophical considerations, will include training in planning preaching, administering the ordinances, performing weddings, conducting funerals and ordinations, visiting, counseling, and sustaining spiritual growth.

Course Objectives/ Student Learning Outcomes

Pastoral ministry is a specific and important type of Christian shepherding. While all Christians shepherd others in various roles and relationships (such as pastors, parents, friends, counselors, teachers, mentors, helpers, and supervisors), not all are involved in a pastoral ministry vocation or calling. However, while students who take this course may have a variety of ministry callings and may pursue different academic degree programs, this course is particularly designed for students with a pastoral ministry calling (such as pastors, staff members, chaplains, missionaries, and church planters). Yet, all students can gain helpful insights concerning Christian ministry, as well as pastoral ministry.

By the end of this course, students will:

1. Be able to understand selected pastoral ministry principles, concepts, and methodologies.
2. Be able to apply selected pastoral ministry principles, concepts, methodologies, and resources to their situation of beginning and carrying out ministry in a church or in selected shepherding situations.
3. Demonstrate acceptable proficiency in pastoral ministry functions (such as being able to articulate a clear theology and philosophy of pastoral ministry, carry out a personal prayer ministry and pastoral visitation, administer the ordinances, perform weddings and premarital counseling, conduct funerals and ordinations, do pastoral [non-licensed] counseling, manage some types of interpersonal conflict, enact people-sensitive and task-focused leadership, do basic organizational problem-solving and planning, and manage time) with the aid of course resources.
4. Value pastor-type shepherding as a vital part of their ministry calling and work.

Required Textbooks

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

The following textbooks are **required** (will be cited in various class presentations and/or used in assignments):

- Bisagno, John. *Pastor's Handbook*. Nashville: Broadman and Holman, 2011.
- Cothen, Joe H. *Equipped for Good Work*. 3d ed. Edited by Jerry N. Barlow. Gretna: Pelican, 2012.
- Witmer, Timothy Z. *The Shepherd Leader*. Phillipsburg, NJ: P & R Publishing, 2010.

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

- Bryant, James W., and Mac Brunson. *The New Guidebook for Pastors*. Nashville: Broadman and Holman, 2007.
- Horner, David. *A Practical Guide for Life and Ministry*. Grand Rapids: Baker Books, 2008.
- Segler, Franklin M. *The Broadman Minister's Manual*. Nashville: Broadman Press, 1968.

Course Teaching Methodology

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 pastoral ministry and Christian shepherding.
2. Writing assignments will be required to facilitate experiential learning regarding the role, responsibilities, and ministries of pastor-type shepherds.
3. Resource comparisons will be used to enhance and promote personal insights in ministry. Student interaction with peers, pastoral ministry resources, and the course instructor are encouraged during the duration of this course to facilitate such insights.
4. Conferences with the instructor are invited and may be accomplished via telephone or e-mail. Even informal conferences can stimulate learning and application of course principles and concepts

Course Requirements

1. **TEXTBOOKS**: Students will complete assigned readings of the textbooks according to the course requirements and schedule. Students will complete a form via Blackboard indicating they have completed the reading assignments.
2. **BLACKBOARD ASSIGNMENTS**: This course will be taught in hybrid format using Blackboard and in-class lectures. Students will be responsible for all assignments as instructed on Blackboard. This will include students participation in the discussion threads.
3. **READING ASSIGNMENTS**: (you must do **both** of these two reading assignments).
 - 1) Submit **one** typed, six pages or less (single-spaced) **annotated analysis** of the **three** required textbooks (i.e., Bisagno, Cothen/Barlow, and Witmer) and **two** books from the syllabus bibliography of the student's choice on pastoral ministry or on Christian shepherding. **Format**: this **one single-spaced** analysis should give a correct bibliographic listing of **each** of the **four** 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 pastoral ministry or Christian shepherding?
 - c. What is one difficulty, deficiency, or limitation in using the book for pastoral ministry or shepherding?A cover page is to be **used**, but do not include an intervening blank page (nor a binder, if submitted by mail).
 - 2) **Textbooks/Presentations Reading Assignment**. Read the **required** course textbooks (Additional information on these assignments may be posted on blackboard) and submit reading reports as noted on p. 11.
 - Reading Report 1—all reading assigned for topics one through six (syllabus, p.11)—due Oct 12th
 - Reading Report 2—all reading assigned for topics seven through ten (syllabus, p. 11)—due Nov 9th
 - Reading Report 3—all reading assigned for topics eleven through fourteen (syllabus, p.11)—due Dec 14th
4. **THEOLOGY AND PHILOSOPHY MINISTRY ASSIGNMENTS**:
 - 1) Prepare a typed (single-spaced), **four-page** (or less) **theology of pastoral ministry (or shepherding)**, which gives **biblical** references (i.e., two to five references per topic) **and** discusses these topics: the calling to pastoral ministry (or to Christian ministry), the church, the office of pastor, the office of deacon, preaching,

ordination, the ordinances, pastoral visitation and evangelism (or personal ministry visitation and evangelism), the pastor's (or Christian's) family and ministry priorities, servant leadership, and the pastor's (or Christian'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.

2) Prepare a typed (single-spaced), **four-page** (or less) **philosophy of doing pastoral ministry** with regard to: church revitalization, church worship (or personal worship), outreach/witnessing, discipleship, missions, ministries, stewardship, conflict management, time management, funerals, weddings, and church staff relationships (or ministry staff relationships). **Note:** if you are married, then your philosophy paper must conclude with a discussion of getting your family adjusted at a new church field (or in a new ministry area or church). **Format:** same as the theology 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.

5. **FINAL 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 come from the class presentations, required textbooks, and assignments. The exam will also include an individual assessment of the personal accomplishment of two student-selected learning outcomes in this syllabus.

Note: This assignment is an embedded assignment that will be completed by all students for all sections of this course. The rubric for grading this assignment is attached to the syllabus. Please complete the assignment according to the syllabus and this rubric.

Course Evaluation

Students are required to complete all assignments in accordance with course requirements. The student's grade will be based on the satisfactory completion of the following:

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

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| 1. Annotated Analysis Reading Assignment | 15% |
| 2. Textbooks/Presentations Reading Assign. | 15% |
| 3. Theology Paper | 15% |
| 4. Philosophy Paper | 15% |
| 5. Major Ministry Assignment | 25% |
| 6. Final exam | 15% |

Course Policies

Absences

Class attendance is essential for effective learning. According to the New Orleans Baptist Theological Seminary Catalog, the maximum number of absences without failure for an 8-meeting per semester hybrid is two class sessions. A class session missed because of late enrollment will be counted as an absence. Arriving late to class or leaving class early will count as ½ of an absence. A grade of "F" will be assigned to students who fail to adhere to the attendance policy.

Grading Scale

A 100-93 B 92-85 C 84-77 D 76-70 F 69 and below

Assignment Submission

All assignments are to be submitted by the designated due date. Assignments not submitted *by the designated due date* are considered *late* and late assignments will incur **an initial 10-point penalty for the first week it is late and an additional 10 penalty for each subsequent week**. Late assignments are due no later than the final day of class, *no exceptions*. **If all course assignments are not received by the final day of class, a grade of zero is automatically earned for the missing assignments**. Assignments should **not** be e-mailed to professors. Please post them on blackboard in the prescribed location.

Course Reminders

1. Interaction Etiquette Behavior. While much learning can be done independently, students will have the opportunity to interact through discussions with the course professor, grader, personnel in the Graduate Dean's office, and various members of the class. In doing so, students are reminded to show respect for others, be considerate of viewpoints, and demonstrate Christ-honoring behavior in correspondence and conversations that reflect the best in Christian character.
2. Student Honesty. Students are expected to exhibit integrity in doing their assignments, maintaining attendance in class sessions, and taking the course final exam.
3. Plagiarism. Students are reminded to demonstrate the high standards of conduct befitting Christians and Christian ministers in accordance with the seminary's policy on plagiarism in the current Graduate Catalog. Please contact the course professor if you are not certain what can constitute plagiarism.

Course Schedule

Course topics will be derived from the following possibilities:

Introduction

- Course Syllabus
- Course Core Assumptions and Organization
- Student Background Survey

A Theology of Pastoral Ministry and Christian Shepherding

- Biblical Concepts
- Historical Concepts
- The Calling to Pastoral Ministry and Shepherding
- God's Will and Pastor Search/Personnel Committees
- The Matter of Ordination

A Philosophy of Pastoral Ministry

- Macro-Shepherding and Micro-Shepherding
- Essentials of an Effective Shepherding Ministry
- Competencies for Pastoral Ministry

Beginning and Carrying out Pastoral 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 and Time Management
- Spiritual Life, Example, Finances/Stewardship, and Personal Growth
- Ministry, Technology, and Social Networking
- Managing Facilities, Austere Times, and Ministry Transitions

Ending Pastoral Ministry with a Church

- The Call to a New Work
- Conflicted Church Situations and Relationships (Present and Future)
- Turnover Files and Transition
- Ending Responsibilities and Making New Commitments
- Continuing Relationships and Returning

Concluding Matters in Pastoral Ministry and Christian Shepherding

Selected Bibliography

- Andrews, Dale P. *Practical Theology for Black Churches*. Louisville: Westminster John Knox Press, 2002.
- Armstrong, John H. *Reforming Pastoral Ministry: Challenges for Ministry in Postmodern Times*. Wheaton, IL: Crossway Books, 2001.
- _____, ed. *Understanding Four Views on the Lord's Supper*. Grand Rapids: Zondervan, 2007.
- Armstrong, Richard Stoll. *Help! I'm a Pastor*. Louisville: Westminster John Knox Press, 2005.
- Ascol, Thomas K., ed. *Dear Timothy: Letters on Pastoral Ministry*. Cape Coral, FL: Founders Press, 2004.
- Baker, Benjamin S. *Special Occasions in the Black Church*. Nashville: Broadman & Holman, 1989.
- Ballard, Paul, and Stephen R. Holmes, eds. *The Bible in Pastoral Practice*. Grand Rapids: Eerdmans, 2005.
- Barlow, Jerry N. *Pastoral Care PM 0351: A Study Guide*. Nashville: The Seminary Extension of the Southern Baptist Seminaries, 2000.
- _____. "How to Use Time Wisely." In *Toolbox for [Busy] Pastors*, Barry Campbell, 139-140. Nashville: Convention Press, 1998.
- Benner, David G. *Strategic Pastoral Counseling*. 2d ed. Grand Rapids: Baker Academic, 2003.
- Bickers, Dennis. *The Art and Practice of Bi-Vocational Ministry*. Kansas City: Beacon Hill, 2013.
- _____. *The Bivocational Pastor*. Kansas City: Beacon Hill Press, 2004.
- Bisagno, John R. *Letters to Timothy: A Handbook for Pastors*. Nashville: Broadman and Holman, 2001.
- _____. *Pastor's Handbook*. Nashville: Broadman and Holman, 2011.
- Blackaby, Henry T., Henry Brandt, and Kerry Skinner. *The Power of the Call*. Nashville: Broadman & Holman Publishers, 1997.
- Bonem, Mike, and Roger Patterson. *Leading from the Second Chair*. San Francisco: Jossey-Bass, 2005.
- Branson, Mark Lau, and Juan F. Martinez. *Churches, Cultures & Leadership*. Downers Grove: IVP, 2011.
- Bryant, James W., and Mac Brunson. *The New Guidebook for Pastors*. Nashville: Broadman and Holman, 2007.
- Burns, John S., John R. Shoup, and Donald C. Simmons Jr., eds. *Organizational Leadership: Foundations and Practices for Christians*. Downers Grove, IL: IVP Academic, 2014.
- Campbell, Barry. *Toolbox for [Busy] Pastors*. Nashville: Convention Press, 1998.
- Cedar, Paul, Kent Hughes, and Ben Patterson. *Mastering the Pastoral Role*. Portland: Multnomah Press, 1991.
- Charles, H. B., Jr. *On Preaching: Personal & Pastoral Insights for the Preparation & Practice of Preaching*. Chicago: Moody Publishers, 2014.

- Cothen, Joe H. *Equipped for Good Work: A Guide for Pastors*. 3d ed. Edited by Jerry N. Barlow. Gretna: Pelican, 2012.
- Crabb, Larry. *Real Church*. Nashville: Thomas Nelson, 2009.
- Criswell, W.A. *Criswell's Guidebook for Pastors*. Nashville: Broadman Press, 1980.
- Daily, Doug. *Overcoming Stress in Your Marriage*. HomeBuilders Couples Series. Loveland, CO: Group Publishing, Inc., 2001.
- Dale, Robert D. *Pastoral Leadership: A Handbook of Resources for Effective Congregational Leadership*. Nashville: Abingdon Press, 1986.
- Daman, Glenn. *Shepherding the Small Church: A Leadership Guide for the Majority of Today's Churches*. Grand Rapids: Kregel Publications, 2002.
- Easum, Bill, and Bill Tenny-Brittian. *Effective Staffing for Vital Churches*. Grand Rapids: Baker Books, 2012.
- Eclov, Lee. *Pastoral Graces: Reflections on the Care of Souls*. Chicago: Moody Publishers, 2012.
- Engle, Paul E., ed. *Baker's Funeral Handbook: Resources for Pastors*. Grand Rapids: Baker Books, 1996.
- Erickson, Millard J., and James L. Heflin. *Old Wine in New Wineskins: Doctrinal Preaching in a Changing World*. Grand Rapids: Baker Book House, 1997.
- Eswine, Zach. *Sensing Jesus: Life and Ministry as a Human Being*. Wheaton, IL: Crossway, 2013.
- Everist, Norma Cook, and Craig L. Nessian. *Transforming Leadership*. Minneapolis: Fortress Press, 2008.
- Fabarez, Michael. *Preaching That Changes Lives*. Nashville: Thomas Nelson Publishers, 2002.
- Fasol, Al, Roy Fish, Steve Gaines, and Ralph Douglas West. *Preaching Evangelistically*. Nashville: Broadman and Holman, 2006.
- Fernando, Ajith. *Jesus Driven Ministry*. Wheaton, IL: Crossway Books, 2002.
- Finzel, Hans. *The Top Ten Mistakes Leaders Make*. Colorado Springs: David C. Cook, 2007.
- Fisher, David. *The 21st Century Pastor*. Grand Rapids, MI: Zondervan Publishing House, 1996.
- Foyle, Marjory. *Honourably Wounded: Stress Among Christian Workers*. Grand Rapids: Monarch Books, 2001.
- Gallaty, Robby. *Unashamed: Taking a Radical Stand for Christ*. Chattanooga, TN: AMG Publishers, 2010.
- Gibson, Scott M. *Preaching with a Plan: Sermon Strategies for Growing Mature Believers*. Grand Rapids: Baker Books, 2012.
- Gilder, Ray. *Uniquely Bi-Vocational*. Forest, VA: Salt and Light Publishing, 2013.
- Greidanus, Sidney. *Preaching Christ from the Old Testament: A Contemporary Hermeneutical Method*. Grand Rapids: William B. Eerdmans Publishing Company, 1999.

Gripe, Alan G. *The Interim Pastor's Manual*. Louisville: Geneva Press, 1997.

Goodman, Thomas. *The Intentional Minister*. Nashville: Broadman and Holman, 1994.

Harvey, John D. *Anointed with the Spirit and Power*. Phillipsburg, NJ: P&R Publishing, 2008.

Hawkins, Martin E., and Kelli Salman. *The Associate Pastor*. Nashville: Broadman and Holman, 2005.

Hawkins, O. S. *The Pastor's Primer*. Dallas: Guidestone, 2006.

Heisler, Greg. *Spirit-Led Preaching*. Nashville: Broadman and Holman, 2007.

Henderson, David W. *Culture Shift: Communicating God's Truth to Our Changing World*. Grand Rapids: Baker Book House, 1998.

Henry, Jim. *In Remembrance of Me: A Manual on Observing the Lord's Supper*. Broadman and Holman, 1998.

Herrington, Jim, Mike Bonem, and James H. Furr. *Leading Congregational Change: A Practical Guide for the Transformational Journey*. San Francisco: Jossey-Bass, 2000.

Hester, Dennis J. *Pastor, We Need to Talk!* Shelby, NC: His Way Publishing, 2001.

Highland, James W. *Serving as a Bi-Vocational Pastor*. Newburgh, IN: Newburgh Press, 2012.

Hiscox, Edward T. *The Star Book for Ministers*, 2d rev. ed. Valley Forge, PA: Judson Press, 1994.

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Iorg, Jeff. *The Character of Leadership*. Nashville: Broadman and Holman, 2007.

Jones, Robert D. *Pursuing Peace: A Christian Guide to Handling Our Conflicts*. Wheaton: Crossway, 2012.

Kaiser, Walter C., Jr. *Preaching and Teaching from the Old Testament*. Grand Rapids: Baker Academic, 2003.

Kim, Matthew D. *7 Lessons for New Pastors: Your First year in Ministry*. St. Louis: Chalice Press, 2012.

Klopp, Henry. *The Ministry Playbook: Strategic Planning for Effective Churches*. Grand Rapids: Baker Books, 2002.

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- Lingenfelter, Sherwood G., and Marvin K. Mayers. *Ministering Cross-Culturally*. 2d. ed. Grand Rapids: Baker Academic, 2003.
- London Jr., H. B., and Neil B. Wiseman. *The Heart of a Great Pastor*. Ventura, CA: Regal Books, 2006.
- Lutzer, Erwin. *Pastor to Pastor: Tackling the Problems of Ministry*. Grand Rapids: Kregel Publications, 1998.
- MacArthur, John. *Pastoral Ministry: How to Shepherd Biblically*. Nashville: Ythomas Nelson, 2005.
- Macchia, Stephen A. *Becoming a Healthy Church: 10 Characteristics*. Grand Rapids: Baker Books, 1999.
- Malphurs, Aubrey. *Developing a Vision for Ministry in the 21st Century*, 2d ed. Grand Rapids: Baker Books, 1999.
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- Maxwell, John. *Developing the Leader Within You*. Nashville: Thomas Nelson, 1993.
- Mayhue, Richard L., and Robert L. Thomas, eds. *The Master's Perspective on Pastoral Ministry*. Grand Rapids: Kregel Publications, 2002.
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- McIntosh, Gary L. *There's Hope for Your Church: First Steps to Restoring Health and Growth*. Grand Rapids: Baker Books, 2012.
- _____. and Robert L. Edmondson. *It Only Hurts on Monday: Why Pastors Quit and What You Can Do About It*. Carol Stream, IL: ChurchSmart Resources, 1998.
- McRaney, Will, Jr. *The Art of Personal Evangelism: Sharing Jesus in a Changing Culture*. Nashville: Broadman & Holman Publishers, 2003.
- Means, James E. *Effective Pastors for a New Century*. Grand Rapids: Baker Books, 1993.
- Miller, Calvin. *O Shepherd, Where Art Thou?* Nashville: Broadman and Holman Publishers, 2006.
- _____. *The Empowered Communicator*. Nashville: Broadman & Holman, 1994.
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- _____. *The Sermon Maker: Tales of a Transformed Preacher*. Grand Rapids, Zondervan, 2002.
- Mims, Gene. *The Kingdom Focused Church*. Nashville: Broadman and Holman, 2003.
- Muse, J. Stephen, ed. *Beside Still Waters: Resources for Shepherds in the Market Place*. Macon, GA: Smyth & Helwys Publishing, Inc., 2000.
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- Sweeney, Douglas A. *Jonathan Edwards and the Ministry of the Word*. Downers Grove, IL: IVP Academic, 2009.
- Sweet, Leonard. *Aqua Church*. Loveland, CO: Group Publishing, 1999.
- Tautges, Paul. *Comfort Those Who Grieve*. England: Day One Publications, 2009.
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- Toler, Stan. *Stan Toler's Practical Guide for Pastoral Ministry*. Indianapolis: Wesleyan, 2007.
- Tripp, Paul David. *Dangerous Calling: Confronting the Unique Challenges of Pastoral Ministry*. Wheaton, IL: Crossway, 2012.
- Tucker, Austin. *A Primer for Pastors*. Grand Rapids: Kregel, 2004.
- Warren, Rick. *The Purpose Driven Church*. Grand Rapids: Zondervan, 1995.
- Waugh, Phillip H. *How to Minister to Families in Your Church*. Nashville: LifeWay Press, 2001.
- Whaley, Vernon M. *Called to Worship*. Nashville: Thomas Nelson, 2009.
- Whitney, Donald S. *Spiritual Disciplines for the Christian Life*. Rev. ed. Colorado Springs, CO: NavPress, 2014.
- Wiersbe, David W. *The Dynamics of Pastoral Care*. Grand Rapids: Baker Books, 2000.
- Willhite, Keith, and Scott M. Gibson. *The Big Idea of Biblical Preaching*. Grand Rapids: Baker Books, 1998.
- Williams, Donna Reilly, and JoAnn Sturzl. *Grief Ministry: Helping Others Mourn*. Rev. ed. San Jose, CA: Resource Publications, Inc., 2001.
- Witmer, Timothy Z. *The Shepherd Leader*. Phillipsburg, NJ: P & R Publishing, 2010.
- Wofford, Jerry C. *Transforming Christian Leadership: 10 Exemplary Church Leaders*. Grand Rapids: Baker Books, 1999.

Textbooks/Presentations Reading Assignment and Report Form

Students are to **view** the PATH5331 presentations in class or on Blackboard, **read** the related sections in the three required course texts (i.e., Bisagno, Cothen and Barlow, and Witmer), complete a **reading report** on this form for **each** of the three reading due dates (see syllabus, p.5), and submit each report by **1:00 P.M.** on the date due.

Reading Topics

- Topic one: View “Pastoral Ministry: Shepherding” and read Cothen/Barlow Chapters 1 and 16 (pp. 264-265); Bisagno Chapters 1-3, 32, 77; Witmer pp. 1-26, 247-249.
- Topic two: View “Shepherding Competencies” and read Cothen/Barlow Chapter 4 (pp. 56-61); Bisagno Chapters 4, 13-16; Witmer pp. 29-73.
- Topic three: View “Call to a Church” and read Cothen/Barlow Chapters 2 and 4 (pp. 61-66); Bisagno Chapters 12, 20-21, 23-24, 27, 45-46.
- Topic four: View “Church Entry Dynamics” and read Cothen/Barlow Chapters 3 and 4 (pp. 66-76); Bisagno Chapters 17-19, 50, 53-54, 56-57; Witmer pp. 75-105.
- Topic five: View “Leading God’s People” and read Cothen/Barlow Chapters 15 and 16 (pp. 265-270); Bisagno Chapters 35-38, 49, 55, 58-64; Witmer pp. 155-168.
- Topic six: View “Lead, Organize, Train” and read Cothen/Barlow Chapter 13; Bisagno Chapters 5-10, 22, 25-26, 51-52, 111-117; Witmer pp. 107-153.
- Topic seven: View “Programs and Facilities Oversight” and read Cothen/Barlow Chapters 11-12; Bisagno Chapters 91-102, 105-110, 118-133, 135-137.
- Topic eight: View “Becoming Ordained to the Gospel Ministry” and read Cothen/Barlow Appendix G and Chapter 14; Bisagno Chapter 134.
- Topic nine: View “Shepherding Through Supplication” and “Pastoral Response to Crisis” and read Cothen/Barlow Ch. 9 (pp. 152-155); Bisagno Chapters 11, 33, 40; Witmer pp. 169-189.
- Topic ten: View “Visiting, Counseling, Witnessing” and read Cothen/Barlow Chapters 6 and 7, and Appendix H (also A and D); Bisagno Chapters 39, 43, 65-73, 78-90, 103-104, 138-141.
- Topic eleven: View “Ordinances” and read Cothen/Barlow Chapter 10; Bisagno Chapters 74-75.
- Topic twelve: View “Funerals” and read Cothen/Barlow Chapter 9; Bisagno Chapters 41-42.
- Topic thirteen: View “Weddings” and read Cothen/Barlow Chapter 8 and Appendix F; Bisagno Chapter 44.
- Topic fourteen: View “Ministry Transitions” & “Concluding Considerations” and read Cothen/Barlow Chapters 4 (pp. 76-78), 16 (pp. 269-270); Bisagno Chapters 29-31, 47-48, 76, 142 ; Witmer pp. 191-245

Reading Report: students are to report their completion of the assigned reading by answering on this form the following questions:

1. What topics and content in Cothen and Barlow were of most interest and benefit to you **and** why or how (grade value: 10 points)?
2. What topics and content in Bisagno **and** in Witmer were of most interest and benefit to you **and** why or how (grade value: 10 points)?
3. What topics and content in the PATH5331 presentations were of most interest and benefit to you **and** why or how (grade value: 10 points)?
4. How much of the reading for the topics assigned did you read? Please check **one** of the following answers:
___ a. I read **all** of the reading for the topics assigned for this report (grade value: 70 points).
___ b. I read **all but one book** of the reading for the topics assigned for this report (grade value: 60 points).
___ c. I read **all but two book** of the reading for the topics assigned for this report (grade value: 50 points).
___ d. I read **only one book** of the reading for the topics assigned for this report (grade value: 40 points).
5. Reading Report due for (please give the date due, as per page 5): _____
6. Student’s name (typed): _____ Date Submitted: _____

PATH5331 Grading Rubric

Note: this rubric is for faculty, adjunct faculty, graders, and students.

Student: _____

Total Points for the Assignment: _____

Late Submission Penalty Assessed: _____

Grade for the Assignment: _____

Grading Rubric for the Final Exam Assignment of PATH5331 Pastoral Ministry

Criteria	Points Possible	Points Earned
Identified new and helpful content and concepts and discussed how helpful	20 points	
Discussed how the major ministry assignment option chosen helped the student's capability to shepherd others	20 points	
Described key characteristics of effective shepherding and discussed why they are key	30 points	
Selected two syllabus Student Learning Outcomes and discussed what course content helped the student to achieve the two outcomes	30 points	
		Total:

Grading Points Scale:

- A: Exceptional insights and discussion
- B: Meaningful insights and discussion
- C: Average insights and discussion
- D or F: Limited insights and discussion

**Competency Assessment Rubric for:
Course ID: PATH5331 Pastoral Ministry**

Student Identifier:

Semester/Year: Fall 2015

Student Learning Outcomes:

1. Understand: Be able to understand selected pastoral ministry principles, concepts, and methodologies.
2. Apply: Be able to apply selected pastoral ministry principles, concepts, methodologies, and resources to their situation of beginning and carrying out ministry in a church or in selected shepherding situations.
3. Demonstrate: Be able to demonstrate acceptable proficiency in selected pastoral ministry functions (such as to articulate a clear theology and philosophy of pastoral ministry, carry out a personal prayer ministry and pastoral visitation, administer the ordinances, perform weddings and premarital counseling, conduct funerals and ordinations, do pastoral [non-licensed] counseling, manage some types of interpersonal conflict, enact people-sensitive and task-focused leadership, do basic organizational problem-solving and planning, and manage time) with the aid of course resources.

Embedded Assignment Description:

The student will complete and submit the take-home, open-book final exam. The final exam is based on class presentations, reading of the required textbooks, and course assignments. The exam also includes an individual assessment by the student of the personal accomplishment of two student learning outcomes listed in the course syllabus.

Domain	Level	Failure (0 Points)	Basic (1 Point)	Competent (2 Points)	Good (3 Points)	Excellent (4 Points)
Understanding	Able to understand					
Application	Able to apply					
Demonstration	Able to demonstrate					

Assessment Notes and Observations: