



Leadership Skills for Women
CEWM5263
New Orleans Baptist Theological Seminary
Church Ministry Division
Fall 2020 Online

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Mission Statement

New Orleans Baptist Theological Seminary and Leavell College prepare servants to walk with Christ, proclaim His truth, and fulfill His mission.

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 *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. The doctrinal statements used in our evaluations are our Articles of Religious Belief and the Baptist Faith and Message Statement.

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 review specific leadership skills, which could be effectively employed in leading the women's ministry program of a local church.

Student Learning Outcomes

By the completion of this course, the student should be able to accomplish the following:

1. Explore her own leadership style through textbook reading, class discussions, and the leadership project.
2. Examine different skills of leading and relating to others through textbook readings and the annotated bibliography.
3. Understand the unique challenges of leadership through textbook readings, class discussions, and the leadership interviews.
4. Integrate the essentials of leadership in the local church through the leadership project.
5. Evaluate personal leadership skills in her ministry context through textbook readings and the leadership project.

Textbooks

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

1. Martin, Jaye and Terri Stovall. *Women Leading Women: The Biblical Model for the Church*. Nashville: B&H Publishing Group, 2015. ISBN: 9781433690556
2. Smith, Argile and Jeanine Bozeman (eds.). *Interpersonal Skills for Ministers*. New Orleans, LA: Pelican Publishing, 2004. ISBN: 1589802489
**A newer version (2014) of this book is available only as an eBook. Either will be acceptable for this course.*

Course Teaching Methodology

Teaching Method. This course will utilize textbook reading, slideshow presentations, discussion board, video lecture, and interactive discovery-learning.

Units of Study. Topics will include:

1. What is Leadership
2. Biblical Foundations for Women as Leaders
3. Essentials of Leadership
4. Leadership Profiles (Components of Relationships)
5. Styles of Leadership
6. The Disciplined Life of a Leader (Self-Concept/Understanding Ourselves/Self-Evaluation)
7. Communication Skills of Leadership
8. Leadership Development (Group Discussions/Small Groups)
9. Leadership Challenges (Difficult People/Decision Making/Conflict Management)
10. Methodology for Leadership/Conclusion

Course Requirements

1. **Textbook Reading.** The student is expected to complete the ongoing reading assignments including textbook reading and course content, and then submit a signed statement at the end of the course, indicating what percentage of the textbooks and course content have been completed, **due October 16, 2020.**
2. **Participate in class discussion.** Participation is determined by postings and responses in the Threaded Discussions held each week. These discussions will be related to the material covered in each week's content. All students are required to post a minimum of three responses in the main discussion each week: one in answer to the presenting questions, and two in response to classmates' postings. In order for the threaded discussion to be of maximum benefit to everyone involved, it is recommended that you stay as close to the course schedule as possible—so that everyone will participate in the discussion in the same week. Late postings will be penalized one point for each day late. Please limit discussions in this venue to the assigned topic. Students may e-mail or use the miscellaneous forum to discuss other topics with your classmates. **Please note the course will close on Blackboard on Friday, October 16 at 11:59pm.**

3. **Develop an annotated bibliography.** The student will develop an annotated bibliography of at least 10 works outside of the textbooks addressing leadership skills in the church, especially as it relates to women. Include the bibliographical information for each entry along with a 3-4 sentence description of the work, **due October 16, 2020.**

4. **Conduct Interviews.** The student will conduct two interviews with women leaders in ministry (can be a paid staff or volunteer layperson, parachurch leader, or seminary professor). Submit a typed summary of the findings from the interviews which should include but are not limited to: (1) the leader's philosophy of ministry; (2) hints/guidelines this leader uses in program planning; (3) ways this leader develops leaders within her ministry; and (4) the 'take-away' or highlight of the interview. Current Turabian guidelines for title page and format are to be followed, **due October 16, 2020.**

5. **Complete a Leadership Evaluation Project.**

The project will include the evaluation of the student's own leadership skills and establishment of personal leadership goals. The student will evaluate herself as a leader by considering all components of the class including:

- Leadership with church staff
- Leadership with women in the church
- Leadership with family

The student will develop her own mission statement as a leader and then list specific goals for her future development as a leader. Also, the student will outline plans for evaluating fulfillment of these goals.

The evaluation should be based on personal reflections, research from the textbooks and at least 3 additional sources, and information gained from Leadership Evaluation Forms (forms will be provided in class) completed by a minimum of two people in the groups previously identified. In addition to evaluation of leadership skills, the student will make recommendations for personal improvement of skills.

This report should be 10-12 pages, typed double-spaced following *A Manual for Writers of Term Papers, Theses and Dissertations* by Kate Turabian, published by University of Chicago Press, **due October 30, 2020.**

All assignments should be emailed to christinasebastian@msn.com, **according to their specified due dates listed above.**

Evaluation of Grade

This course will follow the grading system for the Graduate School:

A = 93 – 100	15% = Textbook Reading
B = 85-92	20% = Discussion Board Participation
C = 77-84	20% = Annotated Bibliography
D = 70-76	20% = Leadership Interviews
F = Below 70	25% = Project

Course Policies

Technical Assistance

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

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

Writing Style Guide

Writing assignments should follow the NOBTS/Leavell College Manual of Form and Style (revised August 2019). To access this manual on the seminary website, please use the following link:

https://www.nobts.edu/_resources/pdf/writing/StyleGuide.pdf.

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.

Academic Policies

Academic policies related to absences, grading scale, final examination schedules, and other topics can be found in the current online catalog: [New Orleans Baptist Theological Seminary Graduate Catalog](#).

Policy for Graduating Seniors

Graduating Seniors are responsible for alerting the professor of your intention to graduate. All of your assignments must be completed by noon (12:00 PM) on the Wednesday prior to commencement exercises.

Netiquette

Netiquette refers to appropriate online behavior in Blackboard or other online discussions. 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.

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.

Late Work

An automatic 5-point deduction will be taken for work submitted after the due date. Additional points will be deducted based on the number of days the submission is late. Requirements must be received by the end of each semester or the student will receive a course grade of an "F".

Course Schedule

- Week One:** What is Leadership?
begins: August 24, 2020
- Week Two:** Biblical Foundations for Women as Leaders
begins: August 31, 2020
- Week Three:** The Disciplined Life of a Leader
begins: September 7, 2020
- Week Four:** Gender Differences in Leadership
begins: September 14, 2020
- Week Five:** Leadership Profiles (Components of Relationships)
begins: September 21, 2020
- Week Six:** Styles of Leadership
begins: September 28, 2020
- Week Seven:** Leadership Development
begins: October 5, 2020
- Week Eight:** Leadership Challenges
Methodology for Leadership
begins: October 12, 2020

Selected Bibliography

Adams, Chris, ed. *Women Reaching Women: Beginning and Building a Growing Women's Enrichment Ministry, Revised and Expanded*. Nashville, TN: LifeWay Church Resources, 2011.

_____. *Transformed Lives: Taking Women's Ministry to the Next Level*. Nashville, TN: LifeWay Press, 2011.

Allen, Catherine B. *Leadership Legacies: Lessons for Christian Women Leaders*. Birmingham, AL: Woman's Missionary Union, 2000.

Bass, Bernard M. and Ronald E. Riggio. *Transformational Leadership (Second Edition)*. Mahwah, NJ: Lawrence Erlbaum Associates Publishers, 2006.

Blackaby, Henry and Richard. *Spiritual Leadership*. Nashville, TN: Broadman and Holman, 2001.

Blanchard, Kenneth et al. *Leadership and the Minute Manger*. New York: William Morrow and Company, 1985.

Bolton, Robert. *People Skills: How to Assert Yourself, Listen to Others, and Resolve Conflicts*. Touchstone, 1986.

- Bonem, Mike & Roger Patterson. *Leading from the Second Chair: Serving Your Church, Fulfilling Your Role, and Realizing Your Dreams*. San Francisco: Jossey Bass, 2005.
- Clark, Linda (compiler). *Five Leadership Essentials for Women: Developing Your Ability to Make Things Happen*. Birmingham: New Hope, 2004
- Dean, Jody and Hal Stewart, eds. *Together We Equip: Integrating Discipleship and Ministry Leadership for Holistic Spiritual Formation*. Bloomington, IN: Westbow Press, 2018.
- Gardner, Howard. *Leading Minds: An Anatomy of Leadership*. New York, NY: Basic Books, 1995.
- Hartwig, Ryan T. and Warren Bird. *Teams That Thrive: Five Disciplines of Collaborative Church Leadership*. Downers Grove. InterVarsity Press, 2015.
- Helgesen, Sally. *The Female Advantage: Women's Ways of Leadership*. New York, NY: Doubleday Currency, 1990.
- Hunt, Johnny M. *Building Your Leadership Resume: Developing the Legacy That Will Outlast You*. Nashville, TN: Broadman & Holman, 2009.
- Kelley, Rhonda H. *A Woman's Guide to Servant Leadership*. Birmingham, AL: New Hope Publishers, 2011.
- King, Kelly. *Ministry to Women: The Essential Guide for Leading Women in the Local Church*. Nashville, TN: LifeWay, 2018.
- Osborne, Larry. *Sticky Teams: Keeping your Leadership Team and Staff on the Same Page*. Grand Rapids: Zondervan Publishing, 2010.
- Porter, Carol and Mike Hamel (eds.). *Women's Ministry Handbook*. Wheaton, IL: Victor Book, 1992.
- Scroggins, Clay. *How to Lead When You're Not in Charge*. Grand Rapids, MI: Zondervan, 2017.
- Wilkes, Gene. *Jesus on Leadership: Developing Servant Leaders*. Nashville: LifeWay Press, 1996.
- Willard, Dallas. *The Spirit of the Disciplines*. New York, NY: Harper Collins Publishers, 1988.

Student Services

This is a partial list of NOBTS student services available to all students, no matter your delivery system or location. If you have questions or do not see what you need here, please refer to www.nobts.edu/student-services, email us at studentservices@nobts.edu, or call the Dean of Students office at 800-662-8701, ext. 3283. We are glad to assist you!

Need	Email	Phone	Web Page
Advising – Graduate Program	studentservices@nobts.edu	504.282.4455 x3312	www.nobts.edu/registrar/default.html#advising
Advising – Undergraduate Program	lcadminasst@nobts.edu	504.816.8590	www.nobts.edu/LeavellCollege
Church Minister Relations (for ministry jobs)	cmr@nobts.edu	504.282.4455 x3291	www.nobts.edu/CMR
Financial Aid	financialaid@nobts.edu	504.282.4455 x3348	www.nobts.edu/financialaid
PREP (help to avoid student debt)	Prepassistant1@nobts.edu	504.816.8091	www.nobts.edu/prep
Gatekeeper NOBTS news	pr@nobts.edu	504.816.8003	nobtsgatekeeper.wordpress.com
Information Technology Center	itcsupport@nobts.edu	504.816.8180	selfserve.nobts.edu
Help with Blackboard	blackboardhelpdesk@nobts.edu	504.816.8180	nobts.blackboard.com
Library	library@nobts.edu	504.816.8018	www.nobts.edu/Library
Online library resources	library@nobts.edu	504.816.8018	http://www.nobts.edu/research-links/default.html
Writing and Turabian style help	library@nobts.edu	504.816.8018	http://www.nobts.edu/writing/default.html
Guest Housing (Providence Guest House)	ph@nobts.edu	504.282.4455 x4455	www.provhouse.com
Student Counseling	lmccc@nobts.edu	504.816.8004	www.nobts.edu/student-services/counseling-services.html
Women’s Programs	womensacademic@nobts.edu	504.282.4455 x3334	www.nobts.edu/women

For additional library resources in your state, check <http://www.nobts.edu/library/interlibrary-loan.html>

- GALILEO for Georgia students
- LALINC for Louisiana students
- Florida Virtual Library (<http://www.flelibrary.org/>) for Florida students



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