



**CCSW6364 Church Community Ministries**  
**New Orleans Baptist Theological Seminary**  
**Division of Church Ministry**  
**Fall 2023, Wednesday, 8:00am-10:50am, NOLA2U Flex**

Dr. Ken Taylor  
Professor of Urban Missions  
Office: Dodd 100  
Phone: 504-816-8015  
Email: ktaylor@nobts.edu

**Mission Statement**

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

**Course Description**

A special study is made in the development of weekday programs for churches and faith-based community ministries. Emphasis is placed on discovering needs of a community and developing programs to meet these needs as well as the spiritual needs of people. Attention is given to church and community surveys in addition to supervision and administration of weekday ministries.

**Student Learning Outcomes**

In order to serve churches effectively through Christian Education, the student, by the end of the course, should:

1. Be able to apply their knowledge and comprehension of church and community weekday ministries to meet community needs.
2. Value community ministries.
3. Be able to administer church and community surveys and to supervise and administer weekday ministries.

**Textbooks**

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

McKee, Jonathan, and Thomas W. McKee. *The New Breed: Understanding and Equipping the 21st Century Volunteer*, 2nd ed. Loveland, CO: Group, 2012.

Rusaw, Rick, and Eric Swanson. *The Externally Focused Church*. Loveland, CO: Group, 2004.

Skjegstad, Joy F. *7 Creative Models for Community Ministry*. Valley Forge, PA: Judson Press, 2013.

**Course Teaching Methodology**

Lecture, discussion, guest speakers, videos, role plays, and case studies will be utilized in this course.

## **Embedded Assignment**

### **Ministry Project Paper**

Each student is to design a ministry for his or her church. The paper should include the following: introduction, description of ministry area and need for ministry, Biblical basis for ministry, description of the church and community (including demographic information), design of the ministry, plan for implementation in the church (including a plan for recruiting, training, and supervising volunteers), conclusion, footnotes, and works cited. Each section of the paper should relate specifically to the student's chosen ministry. Papers should be typed, double-spaced with 12 point type. The body of the paper should be 12-14 pages in length. Twelve sources are required for the paper in addition to class notes and textbooks.

## **Course Requirements**

### **I. Church Evaluation**

Each student will complete an evaluation of his or her church using *The Externally Focused Church*. Students should use the discussion questions at the end of each chapter as a guide for their papers. The evaluation should be 4-5 typed, double-spaced pages with a NOBTS/Leavell College style guide cover sheet. Upload your paper on Blackboard in .doc (Microsoft Word) format.

### **II. Ministry Project Paper**

Each student is to design a ministry\* for his or her church. The paper should include the following: introduction, description of ministry area and need for ministry, Biblical basis for ministry, description of the church and community (including demographic information), design of the ministry, plan for implementation in the church (including a plan for recruiting, training, and supervising volunteers), conclusion, footnotes, and works cited. Each section of the paper should relate specifically to the student's chosen ministry. Papers should be typed, double-spaced with 12 point type. The body of the paper should be 13-15 pages in length. Twelve sources are required for the paper in addition to class notes and textbooks.

Papers will be graded on content, organization, and form. The points for each section are:

Title Page/Table of Contents/Introduction	5 points
Description of Church and Community	10 points
Description of Ministry Area and Need for Ministry	10 points
Biblical Basis for Ministry	10 points
Design of the Ministry	20 points
Plan for Implementing the Ministry	20 points
Conclusion	5 points
Works Cited	10 points
Grammar/Spelling/Style (including footnotes)	10 points
Total	100 points

\*Possible ministry topics include campground ministry, criminal justice ministry, English as a Second Language, homeless ministry, hunger ministry, ministry with migrant workers, pregnancy care ministries, nursing home ministry, refugee resettlement ministries, raceway ministries, transportation ministries, multihousing ministries, substance abuse ministries, ministry with seafarers, tutoring children and youth, special needs ministries for families, afterschool programs. Any topic not listed above should be approved by the professor.

### III. Community Ministry Experience (Choose one of the following options.)

#### Option 1: Volunteering

- Each student will participate in a community ministry volunteer experience at an approved site for a total of 20 hours. Students will choose a ministry location in consultation with the professor.
  - Students cannot get “double” credit for the ministry hours in this course. For example, students cannot count the hours required in another course for the hours in this course. Students cannot receive credit for previous volunteer experience.
  - The student will arrange a schedule with the on-site coordinator at the beginning of the semester. Each ministry will have different needs and students should adjust their volunteer schedules accordingly (e.g. 10 weeks for 2 hours; 7 weeks for 3 hours; 5 weeks for 4 hours). At a minimum, students should go to their placements at least 5 weeks during the semester; volunteering less than 5 weeks will result in at least one letter grade reduction.
  - Students will complete a Ministry Assignment Agreement with their on-site supervisor. A copy of the agreement should be submitted to the professor by September 2.
  - Students will submit a 3-4 page reflection paper on their ministry assignment on May 4. The paper should include a summary of volunteer responsibilities and an evaluation of the volunteer experience including any problems or challenges encountered. The paper should be typed, double-spaced (12 point Times New Roman type) and submitted with NOBTS/Leavell College style guide cover page. A record of hours completed should be submitted with the final report.
- Each student will be evaluated by the on-site coordinator at the ministry site.

#### Grade for Ministry Assignment

- |                                 |           |
|---------------------------------|-----------|
| • Ministry Hours Completed      | 50 points |
| • Ministry Assignment Agreement | 10 points |
| • Reflection Paper              | 25 points |
| • Supervisor’s Evaluation       | 15 points |

#### Option 2: Community Awareness Experiences

Students choosing this option should complete 5 of the following experiences:

1. Attend a church service of another cultural group.
2. Interview a pastor of another cultural group about the strengths and needs of the cultural group. Include in your interview questions about how the pastor and the congregation seek to meet community needs.
3. Attend a community meeting.
4. Attend a city council or city government meeting.
5. Attend a chapel service at a homeless shelter.
6. Participate in a community ministry activity for 3 hours.
7. Interview a church community minister. Ask questions about their ministry, blessings and challenges, populations served, funding, and church/community partnerships.

Students will write a 4-5 page reflection paper (typed, double-spaced) about their experiences discussing what they saw, how they felt, what they thought, and how the experience impacted them. Due: May 4.

#### Midterm and Final Exams

Students will complete midterm and final exams on the assigned dates.

## Attendance Policy

Students are expected to attend and participate in the class sessions. Any student missing more than nine hours may receive an automatic grade of “F” for the course. Three tardies will count as one absence.

## NOLA2U Flex

**If you are taking this course as a NOLA2U Flex student, please note the following attendance policies:**

1. You are required to be in class either through viewing the lectures live or viewing the recorded lectures on Canvas. When you view the recorded lecture, you will be considered present for that class. Regardless of if you watch the class live or recorded, you are only allowed to miss the amount of class time specified in the NOBTS attendance policy as stated in this syllabus.
2. You will be asked to certify that you have been present for the live session or have viewed the recorded session. This certification will be done through [assignment by professor] after having watched the class live or viewing the recorded session.
3. All video lectures are available for 7 days after the video is posted. If you are unable to view the video within that time frame, you will be considered absent for that class session.
4. Technical issues will not be considered a valid reason for missing a lecture.

## Evaluation of Grade

The student's grade will be computed as follows:

Assignment	Percentage of Grade	Due Date
Church Evaluation	15%	September 27
Midterm Exam	15%	October 11
Ministry Project Paper	25%	November 8
Community Ministry Experience	25%	November 29
Final Exam	20%	December 6, 9-11 a.m.

## 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 or My.nobts.edu site (Access to online registration, financial account, online transcript, etc.)
2. [Canvas.NOBTS.com](http://Canvas.NOBTS.com) Click on the “Help” button for technical questions/support requests regarding the NOBTS Canvas System. You can also email questions to [Canvas@nobts.edu](mailto:Canvas@nobts.edu).
3. [Bluejeanshelpdesk@nobts.edu](mailto:Bluejeanshelpdesk@nobts.edu) - Email for technical questions/support requests with the Bluejeans & NOBTS Bluejeans classrooms (On and Off-Campus)
4. [TelephoneHelpDesk@nobts.edu](mailto:TelephoneHelpDesk@nobts.edu) - Email for technical questions/support requests with the NOBTS On-Campus Phone system.

5. [ITCSupport@nobts.edu](mailto:ITCSupport@nobts.edu) - Email for technical questions/support requests in the Flex classrooms and for general technical questions/support requests. If you are not sure who to contact, use this email address!
6. 504.816.8180 - Call for any technical questions/support requests. (Currently available Mon-Thurs 7:00am-9:00pm & Fri 7:00-7:00pm Central Time)
7. [www.NOBTS.edu/itc/](http://www.NOBTS.edu/itc/) - General NOBTS technical help information is provided on this website.

## **Course Policies**

### Policy on Late Papers/Assignments

All work is due on the assigned day and at the assigned time. Late assignments will be reduced by 10 points per day late. *All assignments must be completed to pass the course.*

### Style Guides for Assignments

Social work students should use the APA style guide for all assignments. Non-social work students may use the NOBTS/Leavell College style guide or APA.

### 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.

### 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.

### Emergency Plan

In the event of a hurricane or other emergency, go to the seminary web site for information: [www.nobts.edu](http://www.nobts.edu). Also, students should use Blackboard to follow any announcements that may be posted. Students should ensure their current email address is updated on Blackboard.

### **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.

### Course Schedule

Dates	Topic	Assignment
August 16	Introduction Biblical Basis	Skjegstad, Part One Gospel of Luke Rusaw & Swanson, Appendix
August 23	Historical Basis Philosophical Foundations for Ministry	Rivers, L. "Baptist Centers: Influences and Education." <i>Baptist History and Heritage Journal</i> 46, no. 2 (Summer 2011), 77-89
August 30	The Externally Focused Church	Rusaw & Swanson, Chapters 1-6
September 6	Current Context for Ministry Ministry Examples	Read about NAMB Send Relief and ministry examples through NAMB Send Relief. <a href="https://www.sendrelief.org/">https://www.sendrelief.org/</a>
September 13	Starting a Ministry	Skjegstad, Models 1 – 3, 6; pages 3-80, 109-123, 143-158
September 20	Assessing Your Church	Rusaw & Swanson, Chapters 7-11, online reading (see Blackboard)
September 27	Community Needs Assessment	Online Reading (See Blackboard) Church Evaluation Paper Due
October 4	October 2-6	Fall Break (No Class)
October 11	Praying for Your Community Midterm Exam	
October 18	Involving People in Ministry Working with Volunteers: Overview and Recruiting	McKee & McKee, Chapters 1-5
October 25	Working with Volunteers: Training and Supervision Funding/Grants	McKee & McKee, Chapters 6-10 & Resources  Skjegstad, 175 -190
November 1	Evaluation Nonprofit Organizations	Skjegstad, 159-174 Skjegstad, Model 7, pages 124-140
November 8	Advocacy and Social Action Making a Difference in Your Community	Skjegstad, Models 4 & 5, pages 81-108 Ministry Project Paper Due
November 15	Ministry Evangelism in Different Contexts Review	Skjegstad, 191-210
Nov. 20-24 Thanksgiving Break	No Class	
November 29 9-11 am	Class wrap-up and review	Community Ministry Experience Assignment Due
December 6 9-11 am	Final Exam	

The instructor reserves the right to modify the schedule.

## Selected Bibliography

### Books:

- Atkinson, Donald A., and Charles L. Roesel. *Meeting Needs, Sharing Christ: Ministry Evangelism in Today's New Testament Church*. Nashville: LifeWay, 1995.
- Bolton, Barbara, Mike Bright, and Byron Cressy. *Care and Feeding of Volunteers: Recruiting and Keeping an Excellent Volunteer Ministry Staff*. Cincinnati, OH: Standard Publishing, 2001.
- Burroughs, Dillon, and Jimmy Turner. *Faith Acts: A Provocative Call to Live What You Believe*. Birmingham, AL: New Hope, 2016.
- Cobble, Jr., James F. "Screening Children's Workers." *Leadership* 23, no. 3 (Summer 2002): 72-77.
- Corbett, Steve, and Brian Fikkert. *When Helping Hurts: How to Alleviate Poverty Without Hurting the Poor . . . and Yourself*. Chicago: Moody, 2009.
- Crosby, David. *The Care Effect: Unleashing the Power of Compassion*. Birmingham, AL: New Hope, 2016.
- Danielson, Thay, Pat Lucas, Rose Malinowski, and Sharon Pittman. "Set Free Ministries: A comprehensive Model for Domestic Violence Congregational Interventions" *Social Work & Christianity*, 36 (2009): 480-493.
- Dudley, Carl S. *Community Ministry: New Challenges, Proven Steps to Faith-Based Initiatives*. Bethesda, MD, 2002.
- Huyser, Mackenzi. "Social Work with Volunteers" *Social Work and Christianity* 37, no. 1 (2010): 93-95.
- Keith-Lucas, Alan. "The Church's Witness in Social Welfare" *Social Work and Christianity*, 37 no. 3 (2010): 330-340.
- Keller, Timothy J. *Ministries of Mercy: The Call of the Jericho Road*, 2nd ed. Phillipsburg, NJ: P & R Publishing, 1997.
- Lewis, Robert, and Rob Wilkins. *The Church of Irresistible Influence: Bridge-Building Stories to Help Reach Your Community*. Grand Rapids, MI: Zondervan, 2001.
- Maeker, Nancy, and Peter Rogness. *Ending Poverty: A 20/20 Vision: A Guide for Individuals and Congregations*. Minneapolis: Augsburg Fortress, 2006.
- Marsh, Charles and John M. Perkins. *Welcoming Justice: God's Movement Toward Beloved Community*. Downers Grove, IL: IVP Books, 2018.
- Martin, Joyce Sweeney. *Faith Works: Ministry Models for a Hurting World*. Birmingham, AL: Woman's Missionary Union, 1996.
- Ndung'u, Abraham G. *The Influence of the Church on the Local Community*. Wipf & Stock Publishers, 2021.

- Parker, Gayla. *Active Compassion: A Calling to Care*. Birmingham, AL: New Hope, 2011.
- Poole, Jay, John C. Rife, Fran Pearson, and Wayne R. Moore. "Developing Community Partnerships With Religiously Affiliated Organizations to Address Aging Needs: A Case Study of the Congregational Social Work Education Initiative." *Social Work & Christianity*, 36 (2009): 176-91.
- Roberts-Lewis, Amelia, and Tonya D. Armstrong. "Moving the Church to Social Action." *Social Work and Christianity*, 37 no. 2 (2010): 115-127.
- Ronsvalle, John. *The Poor Have Faces: Loving Your Neighbor in the 21<sup>st</sup> Century*. Grand Rapids, MI: Baker Book House, 1992.
- Rusaw, Rick, and Eric Swanson. *The Externally Focused Life*. Loveland, CO: Group, 2009.
- Ruthruff, Ron. *Closer to the Edge: Walking with Jesus for the World's Sake*. Birmingham, AL: New Hope, 2015.
- Seaton, Michael R. *Becoming a Good Samaritan*. Grand Rapids, MI: Zondervan, 2009.
- Skjegstad, Joy and Heidi Unruh. *Real Connections: Ministries to Strengthen Church and Community Relationships*. Valley Forge, PA: Judson Press, 2021.
- Skjegstad, Joy. *7 Creative Models for Community Ministry*. Valley Forge, PA: Judson Press, 2013.
- \_\_\_\_\_. *Starting a Nonprofit at Your Church*. Bethesda, MD: The Alban Institute, 2002.
- Sjogren, Steve, and Janie Sjogren. *101 Ways to Reinvest Your Life*. Colorado Springs: NavPress, 2003.
- Special Needs – Special Ministry: For Children's Ministry*. Loveland, CO: Group Publishing, 2004.
- Unruh, Heidi Rolland, and Ronald J. Sider. *Saving Souls, Serving Society: Understanding the Faith Factor in Church-Based Social Ministry*. New York: Oxford University Press, 2005.
- Ward, Nancy, ed. *The Least of These: Practicing a Faith without Margins*. Carol Stream, IL: NavPress, 2023.

#### **Websites:**

- The Data Center. <https://community-wealth.org/content/new-orleans-louisiana>
- FASTEN: Fasten and Service Technical Education Network. <http://fastennetwork.org>
- Leavell Center for Evangelism and Church Health. <http://www.nobts.edu/leavell-center/default.html>
- North American Mission Board. <http://www.namb.net>
- Woman's Missionary Union. [www.wmu.com](http://www.wmu.com)