



**CEAM6308 Organizational and
Risk Management in Ministry
New Orleans Baptist Theological Seminary
Division of Church Ministry
Fall 2023 NOLA2U FLEX
Monday 2:00-4:50**

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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.

Course Description

This course provides an overview of organizational management in the ministry of the local church and Christian organization. Students will review and evaluate critical areas of risk management such as: personnel risk management, property risk administration, financial and fiduciary risk, and general congregational and program risk management. Issues of safety, security, insurance and legal mandates placed on religious non-profit organizations will be discussed.

Student Learning Outcomes

The student involved in this course should be able to accomplish the following:

1. Apply knowledge and understanding of basic risk management issues and strategies to implications for the safe and secure practice of Christian ministry in the local church or religious organization.
2. Value the implications for risk management in the ministry of the local church or Christian based organization
3. Develop a risk management strategy and document for a facet of ministry in the local church or Christian organization.

Textbooks

Bolsinger, Tod. *Canoeing the Mountains*. Grand Rapids, MI, IVP, 2018.

Dean, Jody and Allen Jackson, *Protect*. Birmingham, AL: YM360, 2019.

Dilmos, Rollie. *Integrity at Stake: Safeguarding Your Church From Financial Fraud*. Grand Rapids: Zondervan, 2016.

Hughes, Adam and Jody Dean. *Together We Lead*. Birmingham, AL. New Hope Publishers, 2021.

Teaching Method. This course will be the combination of lecture, case study analysis, student interaction, research and reporting by the student.

Course Requirements

1. The student will conduct a safety assessment of a church or Christian organization using an instrument provided by the professor and present their findings through threaded discussion periods. 15% of overall grade Date Due: 9/11
2. The student will review 3 articles on Risk Management and provide a (1) page analysis per article synthesizing the benefits and challenges for implementation in the church. 15% of overall grade Date Due: 10/9
3. The student will research organizational management through the lens of the local church. A researched document that explains policy and procedure relating to management and how to develop a plan for implementation. The student will then present their findings in a class session. The student will present either in person or through a recorded 10-minute presentation if flex that will be played in class during presentations. 50% of overall grade Date Due: 11/13
4. The student will compile a notebook of resource materials related to risk management. Sections of the notebook will include safety, security, and insurance issues in the local church from hardcopy, internet, or electronic resources. 20% of overall grade Date Due: 11/27

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 Dr. Jody Dean 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.

Attendance Policy

Traditional and NOLA2U Classes: 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.

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. 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.
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.

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. A copy of the approved NOBTS Style Guide can be found in the course Canvas shell, or can be located online at the Writing Center's page on the seminary website at: <https://www.nobts.edu/resources/pdf/writing/StyleGuide.pdf>

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

Week #	Date	Assignments/Unit
One	8/14	The Biblical and Theological Foundation for Management
Two	8/21	Financial considerations in an Organization
Three	8/28	Infrastructure considerations: i.e. aging facilities, maintenance, etc..
Four	9/4	Labor Day no class meeting or flex video session
Five	9/11	Assignment Due: Safety Assessment People: who can serve and how to safeguard the work
Six	9/18	Process: Safety
Seven	9/25	Process: Security
Eight	10/2-10/6	Fall Break
Nine	10/9	Assignment Due: 3 Articles
Ten	10/16	Programming: Special events vs. weekly programming
Eleven	10/23	Property, and program considerations with Protecting Ministry
Twelve	10/30	Legal considerations to Risk
Thirteen	11/6	Insurance factors related to risk management
Fourteen	11/13	Assignment Due: Research Paper
Fifteen	11/21	Thanksgiving Break
Sixteen	11/27	Outliers to Risk: auxiliary programs like day care, schools, community partnerships
	11/27	Assignment Due: Notebook of Resources

