



PATH6230 Supervised Ministry 2 (Online)
New Orleans Baptist Theological Seminary
Pastoral Ministries Division
Summer 2021

Derek Kitterlin Ph.D.
Adjunct Professor
E-mail: redeemedk@gmail.com
Phone: 318-481-2254

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 is designed to guide each student in a ministerial internship compatible with the future ministry goals of the student. Each student will spend the semester in a supervised ministry context interacting with a ministry supervisor and with the professor.

STUDENT LEARNING OUTCOMES

In order to serve churches effectively through team ministry, the students, by the end of the course, should:

1. Be able to apply their knowledge and comprehension of applied ministry to serving churches effectively through team ministry and for stimulating evangelistic church growth and health through mobilizing the church for missions, evangelism, discipleship, and applied ministry.
2. Value applied ministry.
3. Be able to practice applied ministry skills.

COURSE METHODOLOGY

1. Students will spend time each week in a ministry setting.
2. Students will meet weekly with ministry supervisors/mentors.
3. Students will read assigned materials and write book summaries and a book review.
4. Students will be involved in evaluation both from a supervisor and a self-evaluation.

COURSE REQUIREMENTS

1. Students will secure a place of ministry (either paid or volunteer). They will perform at least **6 hours** of ministry a week at their places of ministry for **8 weeks** beginning **June 1**. Students will submit a Project Approval Form (June 9) after they have secured a ministry site and a qualified field supervisor. ****Students should view the Mentor Training Video with their supervisors by June 9 and have their supervisors fill out a Mentor Verification Form due on that date indicating the material has been viewed.**

The video and PowerPoint Presentation are on the NOBTS website at:

<http://www.nobts.edu/supervised-ministry/supervised-ministry-2/training-videos.html>

2. All students should meet weekly with their supervisors. Weekly meetings should include honest evaluation of the student's strengths, passions, and areas which need improvement or development as well as addressing personal, relational, and professional issues. **The student will submit weekly reports of the mentorship. The reports should be two paragraphs devoted to the mentorship experiences of the week.** ****This is a different assignment from #4 below!**
3. **Case studies:** All students will submit two case studies. The case studies should relate to an event in which the student has had some responsibility for the outcome. It must be as brief as possible, one page, single-spaced, and must include the following: the event's background, a description of what happened, an analysis of the event, and a self-evaluation of the student's performance. Do not divulge confidential information in the case study. **The case studies should be submitted by July 25.**
4. Each student is required to fill in the **Weekly Report Form** concerning activity in ministry during the previous week, beginning **June 1**. The reports are to be submitted by **July 25**.
5. A **Supervisor's Evaluation Form** should be filled out by the supervisor in the presence of the student at the end of the twelve weeks of ministry and **submitted by July 25**.
6. Each student will be required to submit a **personal evaluation paper** at the end of the course. This evaluation should include a short summary of how the student's involvement in ministry has helped in personal growth as a Christian minister during this semester and should include reflections on how the student's ministry experience related to his/her call to ministry. The student should list any problems/successes that related to his/her professional development. This evaluation should be 2-3 pages **single spaced** in length and **submitted by July 25**.
7. **Textbooks (2 total):**

Pyle, William T. and Mary Alice Seals, eds. *Experiencing Ministry Supervision, A Field-Based Approach*. Nashville: Broadman and Holman, 1995.

Hillman Jr., George M. *Preparing for Ministry: A Practical Guide to Theological Field Education*. Grand Rapids: Kregel Publications, 2008.

McIntosh, Gary and Samuel D. Rima, Sr. *Overcoming the Dark Side of Leadership: How to Become an Effective Leader by Confronting Potential Failures*. Grand Rapids: Baker Books, 1997. Rev. ed. 2007.

- a. All students must submit an **outline/summary** of pp. 1-65, 85-96 of the **Pyle and Seals book** by **June 16**. The summary should be approximately 2 to 3 double spaced pages in length.
- b. All students must submit an **outline/summary** of pp. 99-137 of the **Pyle and Seals book** by **June 23**. The summary should be approximately 2 to 3 pages double spaced in length.
- c. All students must submit a **book review** of the **Hillman book** due on **July 12**. The review should be 4-5 pages double spaced in length. **Students are not required to read or review Part 5: Chapters 17 and 18.**
- d. All students must submit a **book review** of the **McIntosh and Rima book** due **July 21**. The review should be 4-5 pages double spaced in length.

Unit	Assignment
Unit 1	Introductions; Project Approval Form; First Outline/Summary of Pyle & Seals
Unit 2	Mentor Training Video (Both Sessions); Mentor Verification Form; Second Outline/Summary of Pyle & Seals
Unit 3	Weekly Report Form (1-4)
Unit 4	McIntosh & Rima Book Review
Unit 5	Case Studies; Weekly Report Form (5-8); Supervisor's Evaluation Form; Personal Evaluation

SUPERVISED MINISTRY 2 ASSIGNMENTS

All students must receive approval for their place of assignment. This approval is secured by filling out the **Approval Form** that is provided in the syllabus and by turning it in on or before **June 11**. Basic requirements for an assignment are:

- a. Done with a supervisor chosen by the student.
- b. Practical involvement in professional Christian ministry.
- c. A minimum of four hours of work per week (12 weeks total).
- d. Contributes toward one's chosen Christian vocation; i.e., it cannot be work that would ordinarily be carried out by a lay person in the church.

Assignments may be chosen in the following areas:

- a. One may be supervised in his/her current church staff position (Pastor, Associate Pastor, Minister of Music, Minister of Youth, Minister of Education, etc.).
- b. One may choose to work with the North American Mission Board or other Christian agency on a weekly basis.
- c. One may choose to work with a local pastor as a pastoral intern or with a minister of education, music, or youth, or with a college minister as an intern.
- d. One may serve as an assistant to a hospital chaplain, prison chaplain, or institutional chaplain.
- e. One may serve with the Baptist Association in the area. This may be done in conjunction with a local church.
- f. Some other experiences may qualify for assignments. These should be discussed with the professor.

Qualifications of a Mentor:

A Master's degree from an accredited theological seminary (Required).

- Being on the ministerial staff of a church, denomination, or parachurch ministry.
- Having been ordained or licensed by a Baptist church.
- At least three years of leadership experience in ministry. (At least one of these three qualifications should be met.)

NOTE: This is a **pass/fail course**. To pass this course, students must satisfactorily complete **all** assignments. Assignments should be turned in when due.

Technical or Blackboard Issues

The course professor is not responsible for resolving technical or Blackboard issues. If the student experiences difficulties please contact the NOBTS ITC Support Team.

Selfserve@nobts.edu - Email for technical questions/support requests with the selfserve.nobts.edu website (access to online registration, financial account, online transcript, etc.)

BlackboardHelpDesk@nobts.edu - Email for technical questions/support requests with the NOBTS Blackboard Learning Management System

ITCSupport@nobts.edu - Email for general technical questions/support requests

504.816.8180 - Call for any technical questions/support requests

www.NOBTS.edu/itc/ - General NOBTS technical help information is provided on this website

Netiquette: appropriate online behavior

Each student is expected to demonstrate appropriate Christian behavior when working online on the Discussion Board. 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.

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 and Graduate Catalog for definition, penalties, and policies associated with plagiarism. Students are given the task of writing in order to help them learn how to think critically about the ideas of others and to present the results of their analysis in a readable form. Plagiarism defeats these purposes by cheating the student out of an opportunity to grow. Plagiarism is a failure to distinguish between the work of the student and the work of others, either intentionally or unintentionally. Students that plagiarize will be reported to the Dean of Students and a grade of “F” will be assigned. Remember the words of the proverb: “Whoever walks in integrity walks securely, but he who makes his ways crooked will be found out” (Prov 10:19).

Disclaimer

Flexibility is a critical attitude to ministry faithfulness. Therefore, the student will be expected to keep a good attitude when things change. This independent study proposes a course of study for a given time period. However, occasionally things change. The professor reserves the right to adjust the syllabus when he reasonably thinks that doing so will enhance the learning experience of the student.

NOBTS Style Guide

A copy of the approved NOBTS Style Guide can be found in the course Blackboard 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

PROJECT APPROVAL FORM
NOBTS – SUPERVISED MINISTRY 2 PATH6230 OR EVAN6230

Name of Field Supervisor

Name of Student

Name of Ministry

Student's Ministry Position

Address

Address

City, State, Zip

City, State, Zip

Phone (Include Area Code)

Phone (Include Area Code)

Field Supervisor's E-mail

Student's E-mail

I have established a learning agreement with the above-named student in the Supervised Ministry 2 program of New Orleans Baptist Theological Seminary for 8 weeks of supervised experience.

I. It is my understanding that my responsibilities include:

1. Supervise the involvement of the student in the various aspects of this ministry.
2. Meet with the student each week to discuss his/her experience in this ministry.
3. Help the student discover his/her strengths as well as lesser strengths.
4. Make a final evaluation report to the Supervised Ministry Office.
5. Attend the Mentor Training session or view the training resources provided for supervisors by the Supervised Ministry Office of NOBTS.

II. The student's responsibilities will include:

- 1.
- 2.
- 3.
- 4.

Field Supervisor

Date

Please retain a copy of this form for your personal file.

Supervised Ministry 2: PATH6230/EVAN6230
Supervisor's Evaluation of Student Performance:

Name/Signature of Student: _____

Course: (ex. Fall 2017 Internet) _____

	Poor: 0	Average: 1	Good: 2	Outstanding: 3
Contribution	Student did not contribute to the ministry throughout the setting	Student needs growth in contribution to the ministry setting	Student contributed to the ministry throughout the majority of the setting	Student made an excellent contribution to the ministry overall
Leadership	Student showed no sign of interest in ministry area	Student needs to aim for higher leadership goals	Student grew in leadership potential	Student excelled at leadership in the ministry area
Goal Setting	Student did not set goals or aim for improvement in ministry	Student did not initially set goals but aimed to improve in ministry ability	Student initially set goals and worked to grow in them	Student initially set goals and worked consistently to grow in them
Attitude	Student showed poor attitude throughout the majority of the setting	Student began to show a better attitude as the ministry continued	Student's overall attitude only slightly waivered and was mostly positive	Student maintained a positive and Christ-like attitude through involvement

Circle the student's performance in each category and then average. Average Total: _____

Comments/Concerns: _____

Number of hours completed at ministry site [**48 hours minimum**] _____

Name/Signature of Supervisor: _____ Date: _____

Note: This evaluation will be used if needed in counseling the student regarding his/her ministry and will not affect his/her grade. Use back of sheet for additional comments if necessary. Please go over your evaluation with the student and let the student return this form to our office.

Supervised Ministry 2 PATH6230 or EVAN6230 (Summer)

Weekly Report Form (1-4)

Supervisor Name _____ **Student Name** _____

W E E K	Type of Ministry	Hours Involved	Description of Ministry Activity	Comments
1				
2				
3				
4				

Supervised Ministry 2 PATH6230 or EVAN6230 (Summer)
Weekly Report Form (5-8)

Supervisor Name _____ Student Name _____

W E E K	Type of Ministry	Hours Involved	Description of Ministry Activity	Comments
5				
6				
7				
8				

**MENTOR TRAINING VERIFICATION
NEW ORLEANS BAPTIST THEOLOGICAL SEMINARY
FOR SUPERVISORS OF STUDENTS
IN SUPERVISED MINISTRY 2
PATH6230 OR EVAN6230**

I viewed the Mentor Training Material provided by the Supervised Ministry Office of New Orleans Baptist Theological Seminary.

Location	Date	Signature of Field Supervisor
----------	------	-------------------------------

Title	Name of Church or Ministry
-------	----------------------------

Address	City, State, and Zip
---------	----------------------

E-mail	Phone
--------	-------

Student	Student's Ministry Position
---------	-----------------------------

SELECTED BIBLIOGRAPHY

- Anderson, Keith and Randy Reese. *Spiritual Mentoring: A Guide for Seeking and Giving Direction*. Downer's Grove, IL: InterVarsity Press, 1999.
- Anderson, Leith. *Dying for Change*. Minneapolis: Bethany House, 1990.
- Anderson, Ray. *The Shape of Practical Theology: Empowering Ministry with Theological Praxis*. Downer's Grove, IL: InerVarsity Press, 2001.
- Barna, George. *The Power of Vision*. Ventura, CA: Regal Books, 1992.
- . *Today's Pastors*. Ventura, CA: Regal Books, 1993.
- Biehl, Bobb. *Mentoring: Confidence in Finding a Mentor and Becoming One*. Nashville: Broadman & Holman, 1996.
- Bisagno, John R. *Letters to Timothy: A Handbook for Pastors*. Nashville: Broadman & Holman, 2001.
- Bryant, James and Mac Brunson. *New Guidebook for Pastors*. Nashville: Broadman & Holman, 2007.
- Campbell, Barry. *Toolbox for [Busy] Pastors*. Nashville: Convention Press, 1998.
- Clinton, J. Robert and Richard Clinton. *The Mentor Handbook: Detailed Guidelines and Helps for Christian Mentors and Mentorees*. Altadena, CA: Barnabas, 1991.
- Coll, Regina. *Supervision of Ministry Students*. Collegeville, MN: Liturgical Press, 1992.
- Cothen, Joe H. *Equipped for Good Work*. Gretna: Pelican, 1981. 2d ed. Rev. by Cothen and Jerry Barlow, 2002.
- . *The Pulpit Is Waiting*. Gretna: Pelican, 1998.
- Criswell, W.A. *Criswell's Guidebook for Pastors*. Nashville: Broadman Press, 1980.
- Dale, Robert D. *Pastoral Leadership: A Handbook of Resources for Effective Congregational Leadership*. Nashville: Abingdon Press, 1986.
- Egan, Maureen. "The History of the Association for Theological Field Education and Its Contribution to Theological education in the United States." Ph.D. diss., St. Louis University, 1987.

- Eims, Leroy. *The Lost Art of Disciple Making*. Colorado Springs: NavPress, 1978.
- Engstrom, Ted. *The Fine Art of Mentoring*. Brentwood, TN: Wolgemuth & Hyatt, 1989.
- Foster, Richard J. *Celebration of Discipline: The Path to Spiritual Growth*. San Francisco, CA: HarperSanFrancisco, 3d ed., 1998.
- Goodman, Thomas. *The Intentional Minister*. Nashville: Broadman & Holman, 1994.
- Hemphill, Ken. *The Antioch Effect*. Nashville: Broadman & Holman, 1994.
- Hendricks, Howard G. and William D. Hendricks. *As Iron Sharpens Iron: Building Character in a Mentoring Relationship*. Chicago: Moody Press, 1995.
- Hillman Jr., George M., ed. *Preparing for Ministry: A Practical Guide to Theological Field Education*. Grand Rapids: Kregel Publications, 2008.
- Hybels, Bill. *Courageous Leadership*. Grand Rapids: Zondervan, 2020.
- Hybels, Lynne and Bill Hybels. *Rediscovering Church*. Grand Rapids: Zondervan, 1995.
- Iorg, Jeff. *The Painful Side of Leadership: Moving Forward Even When It Hurts*. Nashville: B & H Publishing Group, 2009.
- Kesner, Ray. *Theological Field Education Handbook*. Kansas City: Midwestern Baptist Theological Seminary, 1992.
- Killen, Patricia O'Connel and John DeBeer. *The Art of Theological Reflection*. New York: Crossroad, 1995.
- Lutzer, Erwin. *Pastor to Pastor: Tackling the Problems of Ministry*. Grand Rapids: Kregel Publications, 1998.
- MacArthur, John, Jr. *Rediscovering Pastoral Ministry*. Dallas: Word Publishing, 1995.
- Macchia, Stephen A. *Becoming a Healthy Church: 10 Characteristics*. Grand Rapids: Baker Books, 1999.
- Malphurs, Aubrey. *Being Leaders: The Nature of Authentic Christian Leadership*. Grand Rapids: Baker Books, 2003.
- . *Developing a Vision for Ministry in the 21st Century*, 2d ed. Grand Rapids: Baker Books, 1999.

- . *The Dynamics of Church Leadership: Ministry Dynamics for a New Century*. Grand Rapids: Baker Books, 1999.
- . *Ministry Nuts and Bolts: What They Don't Teach Pastors in Seminary*. Grand Rapids: Kregel Publications, 1997.
- Maxwell, John. *Developing the Leader Within You*. Nashville: Thomas Nelson, 1993.
- McCalep, George O., Jr. *Faithful Over a Few Things: Seven Critical Church Growth Principles*. Lithonia, GA: Orman Press, 1996.
- McCarty, Doran. *Supervising Ministry Students*. Atlanta: Home Mission Board, 1986.
- McIntosh, Gary L. and Samuel D. Rima, Sr. *Overcoming the Dark Side of Leadership: How to Become an Effective Leader by Confronting Potential Failures*. Grand Rapids, Baker Books, 1997. Rev. ed. 2007.
- Means, James E. *Effective Pastors for a New Century*. Grand Rapids: Baker Books, 1993.
- Miller, Calvin. *The Empowered Leader*. Nashville: Broadman and Holman Publishers, 1995.
- Peterson, Eugene. *Working the Angles: The Shape of Pastoral Integrity*. Grand Rapids: Eerdmans, 1987.
- Pyle, William and Mary Alice Seals, eds. *Experiencing Ministry Supervision: A Field-Based Approach*. Nashville: Broadman and Holman Publishers, 1995.
- Rainer, Thom S. *Eating the Elephant*. Nashville: Broadman and Holman Publishers, 1994.
- Schnase, Robert. *Testing and Reclaiming Your Call to Ministry*. Nashville: Abingdon Press, 1991.
- Segler, Franklin M. *The Broadman Minister's Manual*. Nashville: Broadman Press, 1968.
- Stanley, Paul and J. Robert Clinton. *Connecting: The Mentoring Relationships You Need to Succeed in Life*. Colorado Springs: NavPress, 1992.
- Steere, David. *The Supervision of Pastoral Care*. Louisville: Westminster/John Knox Press, 1989.
- Stowell, Joseph M. *Shepherding the Church in the 21st Century*. Wheaton, IL: Victor Books, 1994.
- Swetland, Kenneth. *Facing Messy Stuff in the Church: Case Studies for Pastors and Congregations*. Grand Rapids: Kregel, 2005.

———. *The Hidden World of the Pastor: Case Studies on Personal Issues of Real Pastors*. Grand Rapids: Baker, 1995.

Warren, Rick. *The Purpose-Driven Church*. Grand Rapids: Zondervan, 1995.

Whitehead, James D. and Evelyn Eaton. *Method in Ministry: Theological Reflection and Christian Ministry*. San Francisco: Harper & Row Publishers, 1980. Rev. ed. Lanham, MD: Sheed & Ward, 1995.

Whitney, Donald S. *Spiritual Disciplines for the Christian Life*. Colorado Springs: NavPress, 1991.