



**CCPS8301 Pastoral Counseling +NOLA2U Live**  
**New Orleans Baptist Theological Seminary**  
**Counseling Division**  
**Spring 2026**  
**March 23-25, 2026**  
**Monday 1-9PM, Tues. 8AM-4PM, Wed. 8AM-4PM**

**Professor:** Jeffery Nave, PhD, LPC-S, LMFT-S, NCC; Professor of Counseling

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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**

CCPS8301 Pastoral Counseling (3 hours) The purpose of this seminar is to lead students to develop an understanding of the skills essential for successful counseling relationship building and the principles of effective pastoral counseling techniques. Seminar participants will demonstrate understanding of the scope of pastoral counseling and skills necessary to an effective counseling ministry through assessment of case studies, role playing of counseling sessions, and study of verbatims of actual counseling sessions.

**Syllabus Distribution**

This syllabus will be made available via Canvas one week prior to the first day of class. Due to regular semester updates, any version accessed prior to this date may contain inaccuracies.

**Course Objectives**

1. Students will understand and identify basic counseling skills necessary for building effective counselor - counselee relationships and demonstrate the relational skills needed for developing those relationships.
2. Students will demonstrate an understanding of ways to facilitate persona, emotional and spiritual development and family health.
3. Students will be able to access the problems of counselees and recognize the dynamics often presented in a counseling setting.
4. Students will identify and analyze counseling cases and suggest possible counseling assumptions from those cases.
5. Students will understand the process of crisis intervention.
6. Students will demonstrate an understanding of and an ability to use counseling techniques applicable for those in crisis particularly those of solution-focused and brief counseling approaches.
7. Students will develop a personal philosophy of pastoral counseling.
8. Students will choose and develop a counseling approach that will fit their personality and counseling needs.
9. Students will develop a personal counseling model that is Bible-based.
10. Students will demonstrate ability for apply the brief counseling model in common problem areas: marital difficulty, anxiety/stress, depression, etc.

## Course Requirements and Evaluation of Grades

Assignment/Requirements & Description	Percentage	Due Date
<p><b>Book Review and Presentation</b></p> <p>Each student will read Jeremy Lelek's <i>Biblical Counseling Basics</i>, and four (4) additional works chosen from the required textbooks listed below.</p> <p>Each student will prepare a 3 to 5 page book review of any three (3) of the required texts and be prepared to present and discuss the reviews with the class.</p> <p><b>Book Review Format:</b>            Title of Book            Date submitted            Answer the Following:            Provide a summary of the book (state purpose/goal of the book and major ideas presented)            Critique the book            Application to your ministry</p>	20%	March 23
<p><b>Comprehensive Paper</b></p> <p>Following the seminar, each student will complete a paper detailing a comprehensive counseling model they will implement in their own ministry. The paper should be at least twenty (20) double spaced pages. The paper will be graded on content and style (PRODOC writing style).</p>	30%	April 24
<p><b>Philosophy Paper and Presentation</b></p> <p>Each student will prepare a "Philosophy of Pastoral Counseling" for presentation to fellow students (5-8 pages double-spaced).</p>	25%	March 23
<p><b>Verbatims-three separate documents</b></p> <p>Documentation of a formal or informal counseling conversation. The student can use anyone (Except: your family) as long as you have that person's permission and explain to the person(s) this is for an assignment and will not use the person's real name. The professor will be the only one to read the verbatims.</p> <p><b>Outline of Verbatim:</b></p> <ol style="list-style-type: none"> <li>1. Introductory paragraph: identify counselee (fictitious name), age, sex, marital status, appearance, other significant people if relevant, occupation, and family background.</li> <li>2. Actual counseling dialogue using the following symbols:            R=Counselor E=Counselee            The student does not need to record every word. For example, if a client begins to ramble, then you may summarize what the client said. General opening remarks or greetings are not necessary. If you pray with a client then you do not have to write the prayer but make notation that a prayer was said. Write out the session to your best ability without taking notes during the session.</li> <li>3. A summary section with conclusions drawn from the session as well as any homework assignment given to the counselee.</li> <li>4. Provide a critique of self: areas of strength and areas of opportunities. (Hindsight is 20-20)</li> </ol> <p>There is not a specific page requirement. Typically a verbatim is about 5-6 pages.</p>	20%	March 23

The verbatims do not have to be written in Turabian or APA. Please provide a cover sheet.		
<b>Class Participation</b> I consider class participation vital to the success of this class, and will grade you accordingly. I expect you to come to class with materials read, assignments prepared, and ready for discussion.	<b>5%</b>	
<b>If you are taking this course as a NOLA2U Live student, please note the following attendance policies:</b>  <b>1.The course on the New Orleans campus will be connected synchronously via Web conferencing with Internet students. These courses will require weekly attendance at the stated class meeting times.</b>  <b>2.Students are only allowed to miss the amount of class time specified in the NOBTS attendance policy as stated in this syllabus.</b>  <b>3.Technical issues will not be considered a valid reason for missing a class session.</b>		

### Course Teaching Methodology

The course will involve the following methods of instruction: reading assignments, discussion, lectures and video.

### Evaluation of Grade

The student's grade will be computed as follows:

Book Review and Presentation	20%
Comprehensive Paper	30%
Philosophy Paper and Presentation	25%
Verbatims	20%
Class Participation	5%
<b>Total</b>	<b>100%</b>

### Grading Scale:

The following grading scale is used at NOBTS:

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

### Textbooks

Beck, James R. and Moore, David T. (1994). *Helping Worriers: Resources for Strategic Pastoral Counseling*. Baker Books.

Benner, David G. (2003). *Strategic Pastoral Counseling: A Short-Term Structured Model*. Baker Books.

Collins, Gary (1993). *The Biblical Basis of Christian Counseling for People Helpers: Relating the Basic Teachings of Scripture to People's Problems*. Nav Press.

Fox, Raymond (2013). *Elements of the Helping Process: A Guide for Clinicians, latest edition*, 3rd edition. Haworth Press.

Lelek, Jeremy (2018). *Biblical Counseling Basics: Roots, Beliefs, and Future*. Net Growth Press.

Payne, Leanne (1995). *The Broken Image: Restoring Personal Wholeness Through Healing Prayer*. Baker Book House.

Sphar, Asa and Smith, Argile (2003). *Helping Hurting People: A Handbook on Reconciliation-Focused Counseling and Preaching*. University Press of America.

Weaver, Andrew (2002). *Counseling Families Across the Stages of Life: A Handbook for Pastors and Other Helping Professionals*. Nashville: Abingdon Press.

Worthington, Everett Jr. (2005). *Hope-Focused Marriage Counseling: A Guide to*

*Brief Therapy*. Inter Varsity Press.

Wright, H. Norman (1993). *Crisis Counseling: What to do and Say During the 72 Hours: A Practical Guide for Pastors, Counselors and Friends*. Regal Books.

Students may choose other books to read and report with consultation with the professor.

## **Course Policies, Academic Conduct, and Professional Conduct**

### **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.

### **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.

### **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 Academic Catalog](#).

### **Classroom Parameters**

Please arrive on time.

Turn off cell phones. Utilize laptops and other technology for class purposes only.

Respect the professor and other members of the class.

Maintain confidentiality when someone shares personal information.

Participate in class and group discussions.

### **Classroom Participation/Active Dialogue**

Student participation is expected. Class interaction is an important and valuable aspect of the learning environment where we can experience the truth of the Great Commandment by truly knowing one another.

### **Disabilities and Accommodations**

Accommodations for students with disabilities are determined and approved by the Assistant Dean of Students for Student Affairs. If you, as a student, believe you are eligible for accommodations but have not obtained approval please contact Conner Hinton immediately at [chinton@nobts.edu](mailto:chinton@nobts.edu) or 504-816-8246. Students must complete the Accommodation Request Form and provide documentation of their disability. The Assistant Dean of Students notifies students and faculty members of approved academic accommodations and coordinates implementation of those accommodations. While not required, students and faculty members are encouraged to discuss details of the implementation of individual accommodations. The seminary reserves the right to consider each request for special accommodations on a case-by-case basis pursuant to the criteria enumerated above.

### **Diversity**

The Counseling Program at NOBTS affirms the Christian doctrinal position that God created man in His own image, and that Christ died for man; therefore, every person of every race possesses full dignity and is worthy of respect and Christian love. We believe the counseling profession affords our students and graduates the opportunity to be “salt and light” (Matthew 5:13-16) whatever their places of service, and that a robust appreciation for and sensitivity to human diversity is key to that end. Further, a learning environment diverse in its people, curricula, scholarship, research, and creative activities expands opportunities for intellectual inquiry and engagement, helps students develop critical thinking skills, and prepares students for social and civic responsibilities. Students and faculty benefit from diversity. The quality of learning, research, scholarship, and creative activities are enhanced by a climate of inclusion, understanding, and appreciation of the full range of human experience. We are committed to nurturing and training a diverse student body in an atmosphere of mutual respect and appreciation of differences.

As a result, the counseling program is committed to diversity and equal opportunity and recognizes that it must represent the diversity inherent in American society, reflected in our local community, and aligned with the core values of the NOBTS community.

### **Emergencies**

In cases of emergency, such as hurricanes, disease outbreaks, or other disasters, go to the seminary website ([www.nobts.edu](http://www.nobts.edu)) for information. The seminary administration will post information, such as the nature of the emergency, instructions for response, and evacuation and return dates. Please check Canvas for information specific to this course. Because Canvas is available, the course will continue even if the main campus is closed. Please consider registering for the seminary's priority text messaging service through SelfServe. This service is used only in emergencies, and will allow the seminary to deliver urgent information to you as needed.

### **Extra Credit**

No extra credit is available in this course.

### **Netiquette**

Netiquette refers to appropriate online behavior in Canvas 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 mediums. 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.

### **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 definitions, penalties, and policies associated with plagiarism.

### **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.

### **Late Assignments Policy for Counseling Division Courses**

All work is due by 11:59 PM (Central Time Zone) on the due date listed in the syllabus. For this policy, "days" are calendar days from 12:00 AM to 11:59 PM. Work turned in one to seven days late will receive a 10% deduction; work turned in eight to fourteen days late will receive a 20% deduction; work will not be accepted after 14 days. No coursework will be accepted after the last final exam day of the semester as listed in the graduate catalog. In cases of extreme extenuating circumstances, students may appeal to the counseling department faculty for an exception to this policy by completing a form available from the Counseling Division Administrative Assistant.

### **Professional Conduct**

Students are expected to adhere to the appropriate codes of ethics for their particular programs. Any behavior deemed unethical will be grounds for dismissal from the program.

### **Professor's Availability and Assignment Feedback**

The student may contact the professor at any time using the email address provided in the course syllabus. The professor will make every effort to return answers to emailed questions within a 24-hour period of time. Assignments requiring grading will be returned to the student within a reasonable period of time. Student feedback on graded assignments will be provided through the grading rubric located in the student's Canvas Grade Book. The student will find comments in the grading rubric, as well as on graded paper assignments. The student may also email the course grader with questions regarding grading.

### **Reading Assignments**

Students are responsible for completing all reading assignments.

### **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) or

- My.nobts.edu site (Access to online registration, financial account, online transcript, etc.)
2. Canvas@nobts.edu - Email for technical questions/support requests with the NOBTS Canvas Learning Management System (Faculty/Students/Staff) Canvas.NOBTS.edu.
  3. Video Conferencing Help Desk - Email for technical questions/support requests with the Video Conferencing NOBTS classrooms (On and Off-Campus)
  4. TelephoneHelpDesk@nobts.edu - Email for technical questions/support requests with the NOBTS On-Campus Phone system.
  5. 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/ - General NOBTS technical help information is provided on this website.

## Writing Style

All papers in counseling courses are to be written according to *A Manual for Writers of Research Papers, Theses, and Dissertations, Ninth Edition: Chicago Style for Students and Researchers* (Chicago Guides to Writing, Editing, and Publishing) by Kate L. Turabian, Wayne C. Booth, et al. | Apr 16, 2018

## Selected Bibliography

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- American Psychiatric Association. (2013) *Diagnostic and Statistical Manual of Mental Disorders*. 5/e (DSM-5). Washington, K.D.: A.P.A. (ISBN: 978-0890425558)
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