

SOUTHERN CALIFORNIA SEMINARY

2075 EAST MADISON AVENUE • EL CAJON • CALIFORNIA 92019-1108

PM-471 MINISTRY INTERNSHIP

Fall 2015, Modules 1 and 2
September 10, 2015 – December 10, 2015
Thursday, 4:00 PM – 7:00 PM

Professor: Mark M. Cancel, M. Div.
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COURSE DESCRIPTION

A supervised, directed ministry experience for students in their specific area of interest and skill. This includes practical training in the local church, mission field, or school, working in the areas of counseling, teaching, church leadership, and evangelism. This course is taken during the senior year of studies. *3 Units*

PROFESSOR'S COMMENT

Welcome to Ministry Internship. This will be one of the most unique courses in your college experience. Your individual ministry internships will be personal and reflect your own interests and calling from God. It will be a time of exploration where you will discover much about your spiritual gifts, talents, skills, and serving others for the glory of God. This will be an opportunity for you to put into practice what you have learned in the classroom. This is where the “rubber meets the road” and where your faith will meet challenges and can grow in a real world environment. As we work together, let us approach our labor humbly and prayerfully with the Holy Spirit and God’s Holy Word as our guide.

REQUIRED TEXTBOOKS

1. *The Holy Bible*. A translation based on formal equivalence, such as the *New King James Version* or the *New American Standard Bible*, is recommended for study. \
2. *Maximizing Your Effectiveness*, by Aubrey Malphurs. Grand Rapids: Baker Books, 2006 (*MYE*). ISBN: 0801066123. List Price: \$16.99
3. *Ministry Nuts and Bolts: What They Don't Teach Pastors in Seminary*, by Aubrey Malphurs. Grand Rapids: Kregel Publications, 1997. (*MNB*). ISBN: 0825431905. List Price: \$16.99



STUDENT LEARNING OUTCOMES

The student who successfully completes this course will be able to...	Program Objectives*	SCS Institutional Objectives*	Course Requirement (CR#)
1. Know key elements of biblical knowledge and apply principles in actual ministry environment.	1,3,4	1,2,3,7	1,2,3,4,5,6
2. Comprehend concepts of mission and vision as they apply to Christian ministry.	1,3,4	1,2,4,6,7	1,2,3,4,5
3. Evaluate one's individual Spiritual Gifts and apply them in active ministry.	1,3,4	1,2,4,6,7	1,2,3,4,5
4. Apply appropriate methods of ministry while serving others.	1,3,4	1,2,3,4,6,7	1,2,3,4,5,6

* *The program objectives and institutional objectives are published in the current Seminary Catalog.*

METHODS OF INSTRUCTION

1. Personal reflection and assessment
2. Collaborative learning and class discussion
3. Hands on and practical in field ministry experience (documentation and assessment)
4. Reading Assignments and corresponding worksheets
5. Analysis of case studies

COURSE REQUIREMENTS

1. Pre-Assignment: Identify a Ministry and mentor to supervise you in field internship. The ministry may be associated with your local church or a Para-church organization. A mentor can be a pastor, associate pastor, church elder or deacon with a local church or director or department head in a Para-church organization. Be prepared to discuss your ministry and plan on first session of class. Complete scheduled reading assignments, chapter summaries, forms and worksheets.
2. Complete all assessment and evaluation forms and submit them as indicated in assignment due dates below. Forms packet will be distributed and reviewed in first session of class.
3. Complete all textbook reading assignments and submit worksheets as indicated on due dates below.
4. Class Participation: Post comments and/or respond to questions on Discussion Board.
5. Complete supervised in field ministry assignment under the supervision of a mentor for a total of sixty hours. Maintain a log of ministry hours showing date, hours expended and activity description. Note that time spent traveling to and from activity, in preparation for activity and follow up hours spent after activity are all hours which must be accounted for and included in your log. Keep a notebook to document jot down your field ministry hours as they occur and

transferring them to an excel worksheet or MS Word table for review by Instructor. Logs will be reviewed by instructor at midpoint of course and collected at the end of course.

SEQUENCE OF INSTRUCTION

Read the table like this, “At Session ____ on _____, the scheduled session content is _____, and the assignment *due before that session* is _____.”

SESSION	DATE	SESSION CONTENT	ASSIGNMENT DUE
1	Sep 10	<ul style="list-style-type: none"> • Individual meetings • Introductions, orientation • Complete Student Information form. • Complete #1 Prior Experience Form. 	<p><i>Failure to complete this assignment by the first night of class may result in your removal from the course.</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Identify a Ministry and mentor to supervise your internship in the field. The ministry may be associated with your local church or a Para-church organization. A mentor can be a pastor, associate pastor, church elder or deacon with a local church or director or department head in a Para-church organization. Be prepared to discuss your ministry and plan on first night of class. <input type="checkbox"/> Submit Form #1 Student Information <input type="checkbox"/> Read <i>MYE</i>, Forward, Introduction, Ch 1 and 2 <input type="checkbox"/> Submit two-page reading summary. <input type="checkbox"/> Complete worksheets for Chapters 1 and 2

SESSION	DATE	SESSION CONTENT	ASSIGNMENT DUE
2	Sep 24	<ul style="list-style-type: none"> • Review forms. • Your divine design. • Video #1 	<ul style="list-style-type: none"> <input type="checkbox"/> Read <i>MYE</i>, Chapters 3 and 4 <input type="checkbox"/> Submit two-page reading summary. <input type="checkbox"/> Complete worksheets Chapters 3 and 4 <input type="checkbox"/> Complete Form #2 Prior Experience <input type="checkbox"/> Complete Form #3 Pre-Ministry Self-evaluation. <input type="checkbox"/> Complete Temperament Indicators (Appendix C & D)
3	Oct 8	<ul style="list-style-type: none"> • Spiritual Gifts. • Video #2 	<ul style="list-style-type: none"> <input type="checkbox"/> Read <i>MYE</i>, Chapters 5 and 6 <input type="checkbox"/> Submit two-page reading summary. <input type="checkbox"/> Complete worksheets Chapters 5 and 6 <input type="checkbox"/> Complete Spiritual Gifts Inventory (Appendix A) <input type="checkbox"/> NOTE: IT'S TIME TO ORDER ALL TEXTBOOKS FOR NEXT MODULE!
4	Oct 22	<ul style="list-style-type: none"> • Leadership & Management. • <u>Review Ministry Hour Logs (first review)</u> • Video #3 	<ul style="list-style-type: none"> <input type="checkbox"/> Read <i>MYE</i>, Chapter 7, 8 and 9. <input type="checkbox"/> Submit two-page reading summary. <input type="checkbox"/> Complete Chapter 8 Designing Your Personal Ministry Plan <input type="checkbox"/> Complete worksheets Chapters 9. <input type="checkbox"/> Form #4 Field Mentor Review due to Instructor by mail or email. <input type="checkbox"/> Complete Leadership Role Indicator (Appendix E) <input type="checkbox"/> Submit Ministry Hours Log for first review

SESSION	DATE	SESSION CONTENT	ASSIGNMENT DUE
5	Nov 5	<ul style="list-style-type: none"> • Team Ministry. • Video #4 	<input type="checkbox"/> Read <i>MNB</i> , Part I. <input type="checkbox"/> Submit two-page reading summary. <input type="checkbox"/> Complete Personal and Corporate Core Value Audits (Appendix C & D)
6	Nov 19	<ul style="list-style-type: none"> • Personal Vision and Values. 	<input type="checkbox"/> Read <i>MNB</i> , Parts II and III. <input type="checkbox"/> Submit two-page summary. <input type="checkbox"/> Complete Mission Development Process (Appendix E) and Vision Audit (Appendix F)
7	Dec 10	<ul style="list-style-type: none"> • Personal Vision and Values. 	<input type="checkbox"/> Read <i>MNB</i> , Part IV. <input type="checkbox"/> Submit two-page summary. <input type="checkbox"/> Form #5 Field Mentor Evaluation (final) due by mail or email <input type="checkbox"/> Complete #6 Interns Report <input type="checkbox"/> Submit Ministry Hour Log for Review (final) (60 hours required)

STUDENT EVALUATION

1. Total hours (minimum 60) of ministry involvement in the field	CR
2. Internship Forms	CR
3. Textbook assignments	CR
4. Class Participation	_____ CR
	CR

Grade Scale – CR or NC

This is a pass or fail course. No letter grade will be issued. If your work is satisfactory, you will receive credit and a ‘CR’ will appear as your grade; unsatisfactory work will be termed ‘no credit’ and will be reflected as a ‘NC’ as your grade, and the course must be repeated. The final course credit or no credit are not given out until three weeks after the course is finished. A student will not be given their final grade unless the course has been paid for in full.

ATTENDANCE POLICY

For Trimester Courses (42 lecture hours / 14 weeks), more than 10 minutes missing from class is considered a Tardy, more than 20 minutes missing from class is counted as an Absence. Two tardies = one absence. You are permitted two absences for a 14-week semester course. Three absences results in being dropped from the course.

General School Policy: A student who takes an absence from class will receive a penalty resulting in an immediate reduction of their final grade by 7 percent in a modular class and 3.5 percent in a trimester class. However, the student will have the ability to make up between 0 percent and all of the deduction at the professor's discretion.

NOTE: **We will NOT be meeting every week.** Since this course requires intensive work outside of the classroom in your chosen ministry, the course will meet seven (7) times in classroom over two modules (Mod 5 and 6). Please make a note of the dates we will meet in classroom.

LATE COURSE WORK POLICY

No late work will be accepted. All work must be on or before the last session/last day of course.

ACADEMIC INTEGRITY

Southern California Seminary expects its students to conduct themselves honestly in their personal and academic lives. If evidence arises of academic dishonesty, the dean of the program will investigate the matter and take appropriate action.

Offenses Against Academic Integrity

Cheating. Cheating is never tolerated at SCS.

Plagiarism. Plagiarism can occur intentionally or inadvertently. Intentional acts of plagiarism involve knowingly and willingly treating another person's work as one's own original work. It includes copying or imitating the words, sentences, outlines, or ideas of another person. Inadvertent plagiarism can occur when a student fails to properly cite original sources. Plagiarism will not be tolerated at SCS. Therefore, all offenses of plagiarism will be reported to the dean of the program in which the offense occurred and an investigation will be made to determine what disciplinary action should be taken.

Aiding or Conspiring in the Commission of Plagiarism. Helping someone commit plagiarism is viewed as equally dishonest as plagiarism, for all participating parties.

Multiple Submissions. This offense occurs when a student submits a paper that was written for another course as if it were an original paper satisfying the requirements of the present course. Attempting to submit such work is deceptive and a form of academic dishonesty. On the occasion that a student's previous work has some potential for expansion, improvement, or to serve as a starting point for another line of thought (as with Doctrinal Summary/Synopsis) the student will be advised by the professor to what extent a particular previous work may be permitted. The professor may require that a copy of the previous work be submitted with the later work.

LIBRARY

The SDCC/SCS Library website is your gateway to library resources and information. For a complete description of the library's holdings, services, staff and access to its online collections, go to: <http://sdcc.edu/library>.

Course Bibliography

Any book listed in the back of your textbook is suitable, as is any commentary or other resource in the college / seminary library. If you want to use a book from your own library that is not on the approved list (in the back of your textbook or in the college / seminary library), please check with your instructor before using it.