

## PM-602 Pastoral Ministry

Fall Trimester, Module 2

Nov. 2 – Dec. 14, 2015

Tuesdays 4:00-7:00 PM

Professor: Dr. G. A. Williams, D.Min.

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### Course Description

A study of the pastor and the ministry: The course includes a study of the pastor's personal life, study, and pastoral duties, including presiding over the ordinances, weddings, funerals, and church services. *3 Units*

### Required Textbooks

1. *The Holy Bible*. A translation based on formal equivalence, such as the *New King James Version* or the *New International Version Bible*, is recommended for study.
2. *Practical Aspects of PASTORAL THEOLOGY* general editor Christopher Cone, 2009, Tyndale Seminary Press. **ISBN: 978-0-9814791-5-6.**
3. *On Mission With God* by Avery T. Willis, Jr., and Henry T. Blackaby. 2002, Broadman and Holman Publishers, Nashville, Tennessee. **ISBN- 0-8054-2553-5.**
4. *Mastering The Pastoral Role* by Paul Cedar, Kent Hughes, and Ben Patterson. 1991, Multnomah Press. **ISBN: 0-88070-439-X.**

### Recommended for Course Study and Office

1. *The Broadman Minister's Manual* by Franklin M. Segler. 1969, Broadman Press. **ISBN: 0805423079.**

**Please Note:** Textbooks should be purchased through the SCS Online Bookstore, available on the Seminary homepage [www.socalsem.edu](http://www.socalsem.edu) (unless specifically noted on the syllabus). In order to get your books before classes begin, it is your responsibility to order the texts at least one month prior to the start of class.

<b>Student Learning Outcomes / Course Objectives</b> The student who successfully completes this course will be able to . . .	<b>Undergraduate Learning Objectives</b>	<b>SDCC/SCS Student Outcomes**</b>
1. To define the biblical five-fold purpose for the ministry of the church.	1,2	2,3,5

2. To explain the relationship of each of the five-fold ministries of the church.	2,4	2,3,5
3. To identify how specific ministries contribute to the overall purpose of the local church.	2,3	2,3,5
4. To construct a strategic plan which gives direction to ministry in the local church in fulfilling its overall purpose.	3,4	2,3,5
5. To explain and demonstrate how the Pastor might leads people from their personal life agenda on to God's agenda for their life through the ministry of the church.	3,4	2,3,4,5

\* The goals for masters' level programs are found on page 33 of the seminary catalog.

\*\* The student outcomes for SCS are found on page 8 of the seminary catalog.

### Course Requirements

1. Read the textbooks according to the following schedule and a write a two to three page reaction paper to the reading and each class discussion.
2. Participate in the class discussions based on the readings for each week's assignment.
3. To write a paper (5-7 pages) which provide a Vision Statement, a Purpose Statement, and a Mission Statement along with a Strategic Plan which demonstrates how the Pastor might assimilate people into a church ministry and onto God's agenda for the Church.

### Sequence of Instruction

Read the table like this, "At Session \_\_\_\_ on \_\_\_\_\_, the scheduled session content is \_\_\_\_\_, and the assignment *due that session* is \_\_\_\_\_."

Session	Date	Topics Covered	Assignment Due
1	11/02	<ul style="list-style-type: none"> <li>• Introduction to course</li> <li>• Seeing the Big Picture</li> <li>• What is a Pastor?</li> </ul>	<ul style="list-style-type: none"> <li>• <u>Pre-Assignment</u>: Read Pages 1-92 in Pastoral Theology and write a paper in response to the reading. Be prepared to any questions I may present. Write a 2 page response paper to reading as well as respond to the papers of at least 3 classmates.</li> </ul>
2	11/09	<ul style="list-style-type: none"> <li>• The Pastors Role in Preaching, Teaching, and Church Growth.</li> </ul>	<p>Read Pages 93-176 in Pastoral Theology. Be prepared to any questions I may present. Write a 2 page response paper to reading as well as respond to the papers of at least 3 classmates.</p>
3	11/16	<ul style="list-style-type: none"> <li>• The Pastors Role in Church Management and Discipline.</li> </ul>	<p>Read Pages 177-254 in Pastoral Theology. Be prepared to any questions I may present. Write a 2 page response paper to reading as well as respond to the papers of at least 3 classmates.</p>
4	11/23	<ul style="list-style-type: none"> <li>• The Pastors Marriage and the Mission of the Church</li> </ul>	<ul style="list-style-type: none"> <li>• Read Pages 255-332 in Pastoral Theology. Be prepared to any questions I may present. Write a 2 page response paper to reading as well as respond to the papers of at least 3 classmates.</li> </ul>

Session	Date	Topics Covered	Assignment Due
5	11/30	<ul style="list-style-type: none"> <li>Abraham, Moses, and David On Mission With God.</li> </ul>	<p>Read Pages 1-126 in OMWG. Be prepared to any questions I may present. Write a 2 page response paper to reading as well as respond to the papers of at least 3 classmates.</p>
6	12/07	<ul style="list-style-type: none"> <li>The Pastor: Professionally and Personally.</li> </ul>	<ul style="list-style-type: none"> <li>Read MTPR in its entirety. Write a 1 page response paper to class reading and discussion. <b>TURN IN WRITTEN RESPONSE</b> from previous week.</li> </ul>
7	12/13	<ul style="list-style-type: none"> <li>Listen to the audio interview of my pastoral ministry.</li> </ul>	<ul style="list-style-type: none"> <li>Turn in a 5 page interview of a Pastor in your area, asking them about their ministry, balancing it with their personal life (wife and/or children), their view on their general role as pastor and it's effect on the direction, leadership, mission and growth of the church.</li> </ul>

- **IMPORTANT NOTE: ANY ABSENCE FROM CLASS WILL REQUIRE A MAKE-UP ASSIGNMENT IN ORDER TO GET CREDIT FOR THE CLASS HOURS MISSED. NO EXCEPTIONS.**
- **LATE WORK WILL RESULT IN LOST POINTS, INCLUDING WORK FOR THE PRE-ASSIGNMENT.** Please do not show-up for the first class and say you don't have your books or didn't do the reading.

### **Student Evaluation**

Response Papers to Readings & discussions (7)	10 points
<u>Pastoral Interview</u>	<u>40 points</u>
Total	100 points

## Grade Scale

Grade	Percent	Points	Grade	Percent	Points
A	95–100%		C	77–79%	
A-	92–94%		C-	74–76%	
B+	89–91%		D+	72–73%	
B	86–88%		D	70–71%	
B-	83–85%		D-	68–69%	
C+	80–82%		F	Below 68%	

## Helpful Information

### Attendance Policy

For the Modular Courses (21 hours), more than 10 minutes late is a Tardy, and more than 20 minutes late is an Absence. Two tardies = one absence. You are permitted one absence for a 7-week course.

### Incompletes

Petitions for an “Incomplete” will be granted only in cases of illness, major family emergencies or another administratively approved emergency. A period of four weeks after the close of the school term is permitted to complete the work. If the work is not completed during this time and no extension has been granted, the “Incomplete” will automatically change to an “F”. Further extension of time may be given by the registrar upon petition and after consultation with the instructor.

### Academic Integrity

Southern California Seminary expects its students to be “above reproach” in their personal and academic lives (1 Timothy 3:2-7). If evidence of academic dishonesty is discovered, the Dean of the program with the Director of Student Affairs will investigate the matter and apply discipline.

Plagiarism is treating another person's work as one's own. It includes taking another's words, sentences, ideas or outlines without giving proper credit to the source, including that of copying from other students. One who aids another student in plagiarism is likewise guilty of the same deception and will receive an academic penalty. The minimum penalty is failure of the paper; test, etc. where the deception occurred. The maximum penalty is dismissal from school.

Cheating is never tolerated at SCS, and any student caught cheating will be disciplined accordingly. The discipline may result in suspension or expulsion from the program.

## **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>.

The Library Catalog accesses the library's holdings by author, title, subject, keyword, and phrase. You can remotely search the catalog through the Library Catalog link under the Find Books menu on the library home page. Library materials are loaned for a 3-week period. You can renew items 1 time through your account (My Library Info) in the Library Catalog or by contacting the library.

The library subscribes to over 80 Research Databases (under the Find Articles menu on the library home page). These selected databases are available from any Internet accessible computer and include indexing and full-text to magazines, journals, newspapers, e-reference, music, streaming video, etc. 93,260 e-books are also available. Help using the databases is available under Search Guides | Database Guides. You will need your SCS network account username and password to access these databases. The library also uses LibGuides to create discipline, course and assignment specific guides for doing library research: <http://sdcc.libguides.com/index.php>.

Interlibrary loan (ILL) is a means of borrowing books or obtaining photocopies of periodical articles from other libraries when the College Library does not own the title. This service is available for students, faculty and staff of SCS and SDCC. Forms are located on the library web site under Services | Interlibrary Loan.

We welcome and encourage any questions you may have about using the library. If you need assistance searching the online Library Catalog or the Library's Research Databases, locating materials, or with any other research or reference need, visit the Library, email the library ([library@sdcc.edu](mailto:library@sdcc.edu)), or call us at (619) 201-8747. The Seminary Librarian, Jennifer Ewing, MLIS, may be contacted at (619) 201-8682, or by email: [jewing@socalsem.edu](mailto:jewing@socalsem.edu).

The library provides service more than 70 hours a week during the fall and spring trimesters and roughly 40 hours a week during the summer. Hours are posted at the library entrance, website & under the Library tab on Blackboard. During the fall and spring semesters, the library is open: Monday – Thursday 7:30 a.m. – 10:30 p.m.; Friday 7:30 a.m. – 5:00 p.m., Saturday 11:00 a.m. – 4:00 p.m. Sunday CLOSED. Holiday, summer & finals week hours will be posted.

## **Turabian Format for Papers**

This information is taken from Kate L. Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations* (5th edition). It covers basic format issues you will encounter when writing your papers. Use the *Manual* to resolve unanswered questions. More information will be given during the class sessions.

## Body Text

1. You will use footnotes to cite your sources. Make a complete citation for the first citation from each source. For books, a complete citation always includes: author, title, place of publication, publisher, date of publication, and page number(s). If you cite only one source by an author, only the author's name and page number is required for subsequent citations. If you cite more than one source from an author, follow the first citation of each source with a sentence explaining how you will cite it thereafter. For example, “Hereafter cited as Poe, *Tale Heart*.”
2. Number all pages of the paper, including the bibliography pages. Place the page number at the bottom center of all pages.
3. Double-space text with the 1-inch margins from all four edges. Quotations of five lines or more are BLOCK QUOTES. Format block quotes by indenting ½-inch from the left margin, single-spacing the text, and placing a blank line above and below the quotation. Do not use quotation marks at the beginning or end of the quotation.
4. Single-space footnotes and bibliography entries within each entry and double-space between entries.
5. Begin each paper with a title page. Include the title of your paper, your name, the department name and course number found on the course syllabus, and the date submitted. Insert a blank sheet of paper after the title page. See Turabian, Section 1.6, for details.
6. When using a word processor, use the left margin feature. Do not use the justified-text feature. Do use the superscript feature to insert footnote numbers into the text.
7. Know the difference between primary and secondary sources, and use as many primary sources as possible.
8. Periodicals come in at least three categories—newspapers, magazines, and scholarly journals. Learn how to use the indexes to find information in these periodicals.
9. Spell out numbers “one” through “ten” and those that begin a sentence.

## Footnotes

1. Arrange notes in numerical order at the foot of each page (footnotes). Begin a footnote at the bottom of the page on which it is referenced. Extend it to the bottom of the following page if the note is long. See Turabian, sample 14.43.
2. Format footnote reference numbers as a superscript—an Arabic numeral typed slightly above the line. In the text, the reference number is placed immediately at the end of the material cited. In the note, the reference number is placed at the beginning, indented ½-inch. Start footnote reference numbers with 1, 2, etc. at the beginning of each chapter.
3. In the first citation of a work, include in the note the author's full name, title of the work, specific reference (volume, if any, and page number), and facts of publication (place of publication, publisher, and date of publication). Use the short-format described for subsequent notes.

4. The short format normally includes a shortened title followed by the page number. However, if the current note is from the same work cited in the immediately previous note, you may use the Latin abbreviation *ibid.* (include the period).
5. If the work has already been cited, but not in the immediately previous note, you may use either (a) author's last name, title of book or article, and page number, or (b) author's last name, page number, and the title of the work if more than one work by the same author is cited.

### **Examples of Notes**

For other examples, see Turabian, pages 177–203. All note entries are marked with "N".

#### ***Book***

<sup>1</sup> John Hope Franklin, *George Washington Williams: A Biography* (Chicago: University of Chicago Press, 1985), 54.

#### ***Editor***

<sup>2</sup> Robert von Hallberg, ed., *Canons* (Chicago: University of Chicago Press, 1984), 225.

#### ***Article in a Journal***

<sup>3</sup> Richard Jackson, "Running Down the Up-Escalator: Regional Inequality in Papua New Guinea," *Australian Geographer* 14 (May 1979): 180.

### **Bibliographies**

1. Bibliography entries are arranged in alphabetical order beginning on a page of their own. Do *not* classify the entries by the type of work (book, periodical, etc.). Some examples are given below. See Turabian, pages 177–203 for more. In Turabian, bibliography entries are marked with "B".
2. Format bibliographical entries flush left, with subsequent lines within the entry indented five spaces (known as a *hanging indent*).
3. Place the family name first followed by a comma and then the first name (e.g., Doe, John).
4. Use periods at the end of each main part—author's name, title of work, and facts of publication. In the case of periodical bibliographical entries, put parentheses around the dates of publication when these follow a volume number.
5. Include page numbers only when the item is a part of a whole work—a chapter in a book or an article in a periodical. Do not use *page*, *pages*, *p.* or *pp.*, simply state the page numbers.

### **Examples of Bibliographical Entries**

#### ***Book***

Franklin, John Hope. *George Washington Williams: A Biography*. Chicago: University of Chicago Press, 1985.

***Editor***

von Hallberg, Robert, ed. *Canons*. Chicago: University of Chicago Press, 1984.

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Jackson, Richard. "Running Down the Up-Escalator: Regional Inequality in Papua New Guinea."  
*Australian Geographer* 14 (May 1979): 175–184

# Southern California Seminary

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## Notice of Cancellation

Date of first class: **November 2, 2015**

You may cancel this contract for school, without any penalty or obligation by the date stated below. If you cancel, any payment you have made and any negotiable instrument signed by you shall be returned to you within 30 days following the school's receipt of your cancellation notice.

But, if the school gave you any equipment, you must return the equipment within 30 days of the date you signed a cancellation notice. If you do not return the equipment within this 30-day period, the school may keep an amount out of what you paid that equals the cost of the equipment. The total amount charged for each item of equipment shall be separately stated. The amount charge for each item of equipment shall not exceed the equipment's fair market value. The institution shall have the burden of proof to establish the equipment's fair market value. The school is required to refund any amount over that as provided above, and you may keep the equipment.

To cancel the contract for school, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice, or send a telegram to:

Southern California Seminary  
2075 East Madison Avenue  
El Cajon, CA 92019-1108

NOT LATER THAN midnight, **November 9, 2015**, which is midnight of the date of the fifth business day following the day of the first class.

I cancel the contract for school. Please print your name on the top line, then sign and date where indicated on the lower line.

\_\_\_\_\_  
Print Your Name

\_\_\_\_\_  
Sign Your Name

\_\_\_\_\_  
Date

REMBEMBER, YOU MUST CANCEL IN WRITING. You do not have the right to cancel by just telephoning the school or by not coming to class.

If you have any complaints, questions, or problems which you cannot work out with the school, write or call the Bureau for Private Postsecondary and Vocational Education, 1027 Tenth Street, Fourth Floor, Sacramento, CA 95814-3517, 916-322-1855.