Pastoral Ministry (PM 511)
Course Syllabus: Baptist Missionary Association Theological Seminary
Dr. Mark Livingston
Spring 2016

Note: The instructor reserves the right to change or amend this syllabus as needed.
Class meets at BMATS

Course Description

PM 511. Pastoral Ministry: Attention is given to the nature of a call to pastoral ministry or a staff position in church ministries. A study is made of church organization and administration, finances, and staff relationships and the understanding of varied ministerial contexts. Brief attention is given to parliamentary procedure, denominational (associational) work, and public relations. Note: Master’s students who have taken PM 311 must substitute another level III course for this one.

Plagiarism:
The rule of thumb is: “When in doubt, cite!” Please see your handbook for complete details.

Americans with Disabilities Act (ADA): Baptist Missionary Association Theological Seminary supports the Americans with Disabilities Act (ADA). Students with physical or learning disabilities desiring additional assistance must consult with the Dean’s office prior to enrollment or as early as possible after the disability is diagnosed. Procedures for assisting students will require a physician's written verification of the disability and probable benefit(s) of specific assistance for student learning, a student’s specific written request(s) for assistance from the seminary, and the informing of the seminary faculty. Reasonable accommodations will be given in accordance with the federal and state laws through the Dean’s Office. Contact the Dean’s Office in the main administration building in person or:
• by mail: Post Office Box 670 (1530 East Pine Street) Jacksonville, TX 75766-5407
• by phone: 800/259-5673
• by email: bmats@bmats.edu
Baptist Missionary Association Theological Seminary is dedicated to helping all students we serve to achieve her or his Christian, educational, and life goals.

Course Objectives

• Prove and discuss the call, role, and function of pastor.
• Prioritize daily duties, functions and demands of the pastorate.
• Rank key components necessary for successful ministry.
• Analyze the role of family and personal life in pastoral ministry.
• Evaluate key elements of a call to ministry.
• Argue the marks of biblical preaching.
• Produce a theology of ministry that encompasses the various duties of the pastorate.
• Perform adequate pastoral counseling techniques.
• Apply key Scriptural passages to pastoral ministry.
Required Reading


The Holy Bible (I will use the ESV version). Any version is allowed that is a dynamically equivalent translation.

Course Assignments

To complete the course the following assignments are required.

1. **Required Reading Review:** A 7-10 page book review over Tom Acol’s book, Dear Timothy: Letters on Pastoral Ministry. See the Syllabus for due dates. The book review should clearly follow this outline:
   a. Choose 10 articles (out of a total of 20 in the book) from the required reading text, Dear Timothy (Note: Dear Timothy is a book compilation of pastoral articles from noted leaders. Each chapter is a new article).
   b. Write your book review over the ten chapters/articles you have chosen to read.
   c. The book review should be broken down as follows:
      i. Introduction to the entire book (1 paragraph).
      ii. Give a heading for each article. Write at least a page on each article. Include in your article review:
         1. A general summary of the article.
         2. Why you liked or disliked the article.
         3. How this article will affect your pastoral ministry.
         4. Key strengths or weaknesses of the article
         5. If you would or would not recommend this article to a ministry friend.

   Book reviews should follow format guidelines of the BMATS handbook. Please use 12-point type (Times New Roman), double-spaced, and include a cover page with your name (note: a cover page denotes that you do not need to put headings on each page). Be prepared to discuss (share/report) on at least one article you wrote on.

2. **Class Project: Choose ONE (Due the Week of Final Exams):**

   A Theology of Ministry Paper: Each student will write a ten-page summary of their Theology of Pastoral Ministry. They should write about convictions and stances that are non-negotiable in their ministry. Think of this paper as if you were handing it to a search committee.
A Pre-Marital Counseling Notebook: Compile a notebook that you can use in pre-marital counseling sessions. Plan on 8-10 sessions. Plan out each session, and add any articles or material you want to use.

The purpose of this project is practical in nature. The pastor should use this project in future ministry.

3. **Examination:** We will have two moodle quizzes over class notes. Please see the syllabus. These quizzes will serve as a cumulative exam.

4. **Participation:** Discussion and attendance. **You must complete all assignments to pass the class.**

5. **Class Field Trip:** This class will conduct an off-sight field trip to Lufkin Texas. Plan on coming to Keltys First Baptist Church for a day of instruction. You will need to transport yourself. A permission slip will be distributed in class. **This Will Count Toward Your Final Exam!**

**Late Work**

Projects:
In the event that you are unable to turn in your project or book review on the stated date, you may still turn in late assignments. Five (5) numerical points will be deducted from the assignment each day (Weekends included) AFTER the stated due date. **You must turn in the stated projects in order to pass the course.** Note: Your papers need to be physically submitted (no emails due to grading, etc).

Tests can be made up in the event of a ministry (or personal) emergency. The professor reserves the right to deny a make-up if he deems the emergency superfluous. You should not expect to miss the final exam or mid term.

**Participation**

The student should **not** do the following in class:

1. Have cell phones on and in use during class time.
2. Surf the Internet while class lectures are in progress.
3. Refuse to participate in class discussions.
4. Work on other course work, projects, etc. while in this class.
5. Dominate class discussion.
6. Miss excessive amounts of class.

*Class Schedule (I reserve the right to amend this as needed)*
<table>
<thead>
<tr>
<th>Date</th>
<th>Class Instruction</th>
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<tbody>
<tr>
<td>Jan 26</td>
<td>Call and Qualifications of Ministry</td>
</tr>
<tr>
<td>Feb 2</td>
<td>The Pastor As Shepherd</td>
</tr>
<tr>
<td>Feb 9</td>
<td>Book Review Work Day – <strong>No Lecture</strong> (Moodle Quiz Over Notes)</td>
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<tr>
<td>Feb 16</td>
<td>Personality/Candidating (Book Review Due).</td>
</tr>
<tr>
<td>Feb 23</td>
<td>The Pastor's Personal Life</td>
</tr>
<tr>
<td>Mar 1</td>
<td>Study Habits, Schedules</td>
</tr>
<tr>
<td>Mar 8</td>
<td>The Pastor And Preaching</td>
</tr>
<tr>
<td>Mar 15</td>
<td>Pastoral Counseling</td>
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<tr>
<td>Mar 22</td>
<td>Theology of Weddings/Divorce</td>
</tr>
<tr>
<td>Mar 29</td>
<td>Funerals, Hospital Visits, Home Care</td>
</tr>
<tr>
<td>April 5</td>
<td>Ministering The Ordinances: Baptism And The Lord's Supper</td>
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<tr>
<td>April 12</td>
<td>Project Work Day – <strong>No Lecture</strong> (Moodle quiz over notes).</td>
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<td>April 19</td>
<td>The Pastor And His Staff; Leadership</td>
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<td>April 26</td>
<td><strong>SPRING BREAK – NO CLASS</strong></td>
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<td>May 3</td>
<td><strong>Class Field Trip Week</strong> (Day TBA).</td>
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<td>May 10</td>
<td><strong>Finals: Project Due</strong></td>
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**Works Cited**


