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Course Description

From the RTS Catalogue: This course is a study of leadership philosophy, principles, and skills through which a pastor can lead a session and a congregation in fostering a culture of discipleship in order to fulfill the church's mission in its life and witness. A variety of leadership, discipleship, Christian education, and philosophy of ministry topics will be discussed.

Course Topics

- The pastor's self-care
- The pastor's piety
- The pastor's devotional life
- The pastor's time management
- Church administration
- The calling and equipping of church officers
- Developing a strategy for Christian education and discipleship
- Managing a Christian school
- Handling conflict and criticism
- Understanding budgets and financial reports
- Capital campaigns
- Denominational duties
- Developing and implementing a plan for your first year of ministry

Required Texts

The Bible (especially 1 Thessalonians, 1 and 2 Timothy, and Titus)

Beeke, Joel R. and Nick Thompson. *Pastors and Their Critics: A Guide to Coping with Criticism in the Ministry*. P&R, 2010.

Murray, David P. *Reset: Living a Grace-Paced Life in a Burnout Culture*. Crossway, 2017.

The Westminster Confession of Faith and Larger and Shorter Catechism

Witmer, Timothy. *The Shepherd Leader: achieving effective shepherding in your church*. P&R, 2010.

And one of the following books:

DeWitt, Sophie. *One-To-One: A Discipleship Handbook*. Authentic, 2011.

Marshall, Colin and Tony Payne. *The Trellis and the Vine: The Ministry Mind-Shift That Changes Everything*. Matthias Media, 2009.

White, Peter. *The Effective Pastor: Get the Tools to Upgrade Your Ministry*. Mentor: 2002.

Course Requirements

1. Reflection Papers (70%). You will write a reflection paper (800-900 words each) on the following books: *Reset* **(due January 16)**, *The Shepherd Leader* **(due January 30)**, *Pastors and Their Critics* **(due February 13)**, your choice of *One-to-One*, or *The Trellis and the Vine*, or *The Effective Pastor* **(due March 6)**. No title page is necessary. Papers should be 1.5 spaced, one-inch margins on all sides, Times New Roman 12-point font, with name and date in the upper right-hand corner. Include the word count at the end of your paper. I will not accept papers that exceed the word count.

In your paper, devote a single brief paragraph to summarizing the contents of the book. The remainder of your paper will be spent identifying takeaways that will contribute to your understanding of leadership and discipleship.

See the due date extension policy below.

2. Memorization (10%). You will memorize 1 Corinthians 12:31-13:13. You will complete this as a quiz on Canvas. The memorization quiz must be completed **by 11:59 pm, March 6**. See the due date extension policy below.

3. Reading Report (20%). All reading materials should be read in their entirety. Since these readings are an essential part of your seminary preparation for gospel ministry, skimming is forbidden. You will indicate the percentage of the reading completed **by 11:59 pm, March 6**, by completing the “Reading Report” assignment in Canvas. The assignment consists of one question asking you to indicate the total percentage of reading completed. See the due date extension policy below.

Additional Class Rules and Information

1. Attendance. Class attendance is mandatory. If you anticipate an unavoidable absence for any part of the class, you should notify the TA in advance.

2. Due Date Extension policy. There will be no extensions granted for any assignments. Any late submissions will be assessed a penalty of 10 points per day late.

3. Grading Scale:

97-100% A
94-96% A-
91-93% B+
88-90% B
86-87% B-
83-85% C+
80-82% C
78-79% C-
75-77% D+
72-74% D
70-71% D-
0-69% F

4. Etiquette. Gentlemen may not wear caps or hats in the classroom.

5. Electronic Devices. Unless you are joining the class by Zoom, computers and tablets are not permitted in the classroom. Cell phones should be turned off and put away. Voice recorders are not permitted.

6. The instructor reserves the right to modify any portion of this syllabus during the semester. You are expected to keep up with syllabus revisions. The current syllabus will be posted on Canvas. You will be notified through Canvas if there is a change to the syllabus. Late work because an out of date syllabus was consulted will not be excused.

7. Office hours. Monday-Thursday by appointment or whenever the door is open. If you have a personal or family emergency, I am available 24x7 by cell phone.

Recommended readings in Leadership & Discipleship

Adams, Jay E. *Shepherding God's Flock*. Grand Rapids: Zondervan, 1974, 1975.

Allen, David. *Getting Things Done: The Art of Stress-Free Productivity*. New York: Penguin, 2001.

Babiak, Paul and Robert D. Hare. *Snakes in Suits: When Psychopaths Go to Work*. New York: Harper Collins, 2006.

Bannerman, James. *The Church of Christ: A treatise on the nature, powers, ordinances, discipline, and government of the Christian Church*. Edmonton, AB Canada: Still Waters Revival Books, 1991.

Blaikie, William G. *For the Work of the Ministry: A manual of homiletical and pastoral theology*. Birmingham, AL: Solid Ground Christian Books, 2005.

Bridges, Charles. *The Christian Ministry: with an inquiry into the causes of its inefficiency*. Carlisle: Banner of Truth, 1991.

Bridges, Jerry. *Respectable Sins: Confronting the sins we tolerate*. Colorado Springs: NavPress, 2007.

Bridges, John. *How to Be a Gentleman: A Contemporary Guide to Common Courtesy*. Nashville: Thomas Nelson, 1998.

Brown, Charles. *The Ministry*. Carlisle: Banner of Truth, 2006.

Bucer, Martin. *Concerning the True Care of Souls*. Carlisle: Banner of Truth, 2009.

Bunyan, John. *The Pilgrim's Progress*. Carlisle: Banner of Truth, 2005.

Carson, D. A. *A Call to Spiritual Reformation: Priorities from Paul and His Prayers*. Grand Rapids: Baker, 1994.

Carson, D. A. *The Cross and Christian Ministry: Leadership lessons from 1 Corinthians*. Grand Rapids: Baker, 1993.

Clebsch, William A., and Jaekle, Charles. *Pastoral Care in Historical Perspective*. New York: Jason Aronson, 1983.

Costales, S.B. and Geza Szurovy. *The Guide to Understanding Financial Statements: The Popular Reference for Non-Financial Managers, Entrepreneurs, and Investors*. New York: McGraw-Hill, 1994.

Dever, Mark and Paul Alexander. *The Deliberate Church: Building Your Ministry on the Gospel*. Wheaton: Crossway, 2005.

Dickson, David. *The Elder & His Work*. Phillipsburg: P&R, 2004.

Drucker, Peter F. *The Effective Executive: The definitive guide to getting the right things done*. New York: Harper Collins Publishers, 2002.

Fairbairn, Patrick. *Pastoral Theology A Treatise: On the office and duties of the Christian pastor*. Audubon, NJ: Old Paths Publications, 1992.

Garretson, James. M. *Princeton and the Work of the Christian Ministry*, 2 vols. Carlisle: Banner of Truth, 2012.

- Gerber Michael E. *The E-Myth Revisited: Why Most Small Businesses Don't Work and What to Do About It*. New York: HarperCollins, 2001.
- Haugk. Kenneth C. *Antagonists in the Church: How to Identify and Deal with Destructive Conflict*. Minneapolis: Augsburg, 1988.
- Hillman, George M. Jr. and John Reece. *Smart Church Finances: A Pastor's Guide to Budgets, Spreadsheets, and Other Things You Didn't Learn in Seminary*. Bellingham, WA: Lexham Press, 2020.
- Ittelson. Thomas R. *Financial Statements: A Step-by-Step Guide to Understanding and Creating Financial Reports*. Franklin Lakes, NJ: Career Press, 1998.
- Jones, O. Garfield. *Parliamentary Procedure at a Glance*. New York: Penguin, 1990.
- Knight, George W. *The Pastoral Epistles: A Commentary on the Greek Text*. Grand Rapids: Eerdmans, 1992.
- Manetsch, Scott M. *Calvin's Company of Pastors: Pastoral care and the emerging Reformed Church, 1536-1609*. New York: Oxford University Press, 2013.
- Maxwell, John C. *Failing Forward: Turning Mistakes into Stepping Stones for Success*. Nashville: Thomas Nelson, 2000.
- McNeill, John T. *A History of the Cure of Souls*. New York: Harper & Row Publishers, 1951.
- Murray, Shona and David. *ReFresh: Embracing a Grace-Paced Life in a World of Endless Demands*. Wheaton, IL: Crossway, 2017.
- Murphy, Thomas. *Pastoral Theology: The pastor in the various duties of his office*. Whitefish, MT: Kessinger Publishing, 2002.
- Parrett, Gary A. and S. Steve King. *Teaching the Faith and Forming the Faithful: A Biblical Vision for Education in the Church*. Dowers Grove, IL: IVP Academic, 2009.
- Peck, T. E. *Notes on Ecclesiology*. Richmond: Presbyterian Committee of Publication, 1892.
- Poirer, Alfred. *The Peacemaking Pastor: A Biblical Guide to Resolving Church Conflict*. Grand Rapids: Baker, 2006.
- Postman, Neil. *Amusing Ourselves to Death: Public discourse in the age of show business*. New York: Penguin, 1985.
- Presbyterian Church of America, General Assembly. *The Book of Church Order of the Presbyterian Church of America*, Sixth Ed. Lawrenceville, GA: The Committee for Christian Education and Publications, 2013.
- . *The Westminster Confession of Faith and Catechisms: as adopted by The Presbyterian Church in America*. Willow Grove, PA: The Committee on Christian Education of the Orthodox Presbyterian Church, 2007.
- Reinke, Tony. *12 Ways Your Phone is Changing You*. Wheaton, IL: Crossway, 2017.
- Riesen. Richard A. *Piety and Philosophy: A Primer for Christian Schools*. Phoenix: ACW Press, 2002.
- Rosensweig, Phil. *The Halo Effect . . . and the Eight Other Business Delusions that Deceive Managers*. New York: Free Press, 2007.

- Sullivan, Gordon R. and Michael V. Harper. *Hope Is Not a Method: What Business Leaders Can Learn from America's Army*. New York: Broadway, 1996.
- Shedd, William G. T. *Homiletics and Pastoral Theology*. New York: Charles Scribner's Sons, 1902.
- Short, David and Searle, David. *Pastoral Visitation: A Pocket Manual*. Ross-shire: Christian Focus; Edinburgh: Rutherford House, 2004.
- Spring, Gardiner. *The Distinguishing Traits of Christian Character*. Phillipsburg: P&R, 1967.
- Still, William. *Dying to Live*. Ross-shire: Christian Focus, 1991.
- . *The Work of the Pastor: Revised Edition*. Ross-Shire, Scotland: Christian Focus, 2010.
- Stott, John R.W. *The Preacher's Portrait: Some New Testament word studies*. Grand Rapids: Eerdmans, 1961.
- Waters, Guy P. *How Jesus Runs the Church*. Phillipsburg: P&R, 2011.
- Watson, Thomas. *The Godly Man's Picture*. Edinburgh: Banner of Truth, 1992.
- Wells, David F. *The Courage to Be Protestant: Truth-lovers, Marketers, and Emergents in the Postmodern World*. Grand Rapids: Eerdmans, 2008.
- Wingard, Charles Malcolm. *Help for the New Pastor: Practical Advice for Your First Year of Ministry*. Phillipsburg, NJ: P&R, 2018.

<u>MDiv* Student Learning Outcomes</u> <i>In order to measure the success of the MDiv curriculum, RTS has defined the following as the intended outcomes of the student learning process. Each course contributes to these overall outcomes. This rubric shows the contribution of this course to the MDiv outcomes.</i> <i>*As the MDiv is the core degree at RTS, the MDiv rubric will be used in this syllabus.</i>		<u>Rubric</u> • Strong • Moderate • Minimal • None	<u>Mini-Justification</u>
Articulation (oral & written)	Broadly understands and articulates knowledge, both oral and written, of essential biblical, theological, historical, and cultural/global information, including details, concepts, and frameworks. Also includes ability to preach and teach the meaning of Scripture to both heart and mind with clarity and enthusiasm.	Strong	By participation in class and through written reports, students will demonstrate their ability to present biblical principles of pastoral leadership and will be equipped to take that to their congregations in ministry.
Scripture	Significant knowledge of the original meaning of Scripture. Also, the concepts for and skill to research further into the original meaning of Scripture and to apply Scripture to a variety of modern circumstances. (Includes appropriate use of original languages and hermeneutics; and integrates theological, historical, and cultural/global perspectives.)	Moderate	Students will learn the basics of pastoral leadership through a careful study of 1 Thessalonians and the Pastoral Epistles.
Reformed Theology	Significant knowledge of Reformed theology and practice, with emphasis on the Westminster Standards.	Strong	Course is practical in focus, but the study of the Bible and Reformed theology are indispensable to shaping faithful ministry in the Reformed tradition.
Sanctification	Demonstrates a love for the Triune God that aids the student's sanctification.	Strong	Holiness of life is indispensable to godly ministry. The nature and practice of pastoral piety will be explored.
Worldview	Burning desire to conform all of life to the Word of God. Includes ability to interact within a denominational context, within the broader worldwide church, and with significant public issues.	Moderate	Students will be able to distinguish between unbiblical and biblical principles of leadership.
Winsomely Reformed	Embraces a winsomely Reformed ethos. (Includes an appropriate ecumenical spirit with other Christians, especially Evangelicals; a concern to present the Gospel in a God-honoring manner to non-Christians; and a truth-in-love attitude in disagreements.)	Strong	The ability to lead God's church with grace, as well as biblical conviction is essential.

Pastoral Ministry	Ability to minister the Word of God to hearts and lives of both church and unchurched, to include preaching, teaching, leading in worship, leading and shepherding the local congregation, aiding in spiritual maturity, concern for non-Christians.	Strong	Pastors must provide a church leadership structure that gathers and nourishes God's people, and that systematically and winsomely commends the faith to unbelievers.
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