PURPOSE OF THE COURSE:
The Seminar in Ministerial Leadership is designed to assist you to become a strong, effective pastoral leader capable of leading others into ministry in the 21st century. Competent ministerial leadership requires knowledge of the church or other ministry setting and the community in which it is located, good relationship skills and a spiritual life that is alive and flourishing. It also requires an inquiring mind, good knowledge of the self and the ability and desire to understand and relate to societal problems and trends through the perspective of the gospel of Jesus Christ and the traditions of the church. Through lectures, readings, class discussions and written work you will be asked to examine the many facets of effective pastoral leadership as well as your own abilities as a leader.

The objectives of the course are as follows:

- To develop pastoral skills for use in ministry regardless of the particular setting
- To be able to synthesize relevant material from different disciplines and apply it to ministry
- To develop a working definition and understanding of leadership in general and religious leadership in particular
- To become adept at doing theological reflection about life in general and about particular situations that arise in the ministry setting
- To increase one’s self-knowledge as persons and a ministerial leaders
- To utilize the resources of the course to discern with greater clarity the precise nature of one’s call to ministry

The following Learning Outcomes for this class are drawn from the Learning Outcomes for the Master of Divinity degree.

1. The ability to see the holy in all of life and in the entirety of creation is developed through weekly theological reflection and student presentations in class following the prescribed format for theological reflection.

2. The ability to think theologically with imagination, openness, and analytical insight is developed and nurtured through the journaling done each week which requires theological reflection.
3. The ability to hear God’s call to recognize and address injustice and inequality in the social structuring of gender, ethnicity, race, class disabilities and sexual identity is reinforced by class discussions about the need for organic and relevant ministries to be developed in particular communities, through readings that point to differences and similarities in understandings of pastoral leadership in different communities, and through the method of weekly journaling prescribed in the course.

4. The capacity to exercise effective leadership in both ecclesial and public contexts through, for example, preaching, teaching, pastoral care, worship and justice ministries is developed and nurtured through weekly time (12-15 hours) spent in the student’s ministry setting, through conversations between the student and his/her supervisor and Teaching Committee, and through the evaluation process of the Supervised Ministry program.

5. The development of communal and personal practices that nourish spiritual and moral well-being is promoted through students’ participation in leading worship in ministry settings each week and/or in making relevant and persuasive public presentations on behalf of a program of social justice ministry in the course of the student’s tenure in the ministry setting across the academic year.

6. Transformative engagement during the seminary years with religious pluralism and cultural difference in the classroom, on cross cultural trips and in community life is made possible in the small group setting of the class in which students encounter differences in the racial, denominational and prior professional background of group members and through the weekly presentations by students in the group that highlight the particular ministry setting of the student doing the presentation.

SEMINAR MEETS:
Weekly on Wednesdays from 1:15 to 3:45 p.m. The evening section meets Wednesday evening from 7:00 – 9:30 p.m.

SUPERVISED MINISTRY WEBSITE:
The syllabus, all forms needed to complete the course and valuable links to helpful web sites can be accessed from the menu at www.drew.edu/theologicalschool/currentstudents/supervisedministry

MINISTRY SETTING REQUIREMENTS:

• 12-15 hours of ministry per week in approved church or agency setting under the supervision of a qualified mentor/supervisor for the academic year. Since supervision is at the heart of the learning process, supervisory sessions are to take place at least once every two weeks for one to two hours.

• Monthly meeting of the Teaching Church or Agency committee for general feedback and discussion.

• Two formal evaluation sessions in the ministry setting. The first evaluation session is to be held in late November. Please read carefully the attached explanation of the evaluation process. The supervisor, the student, and each member of the teaching committee (5-7 members) are
required to complete an evaluation form. Students should return the evaluation forms (minimum 7 forms) to the Office of Supervised Ministry by the date noted on the syllabus.

• Attendance at an orientation meeting at which the process of supervision, developing a Learning Serving, Covenant, and working with a teaching church or agency committee will be discussed. You must attend the September 10 session. We will meet on Monday September 10 from 11:00-2:00 p.m. Letters of invitation were sent to all supervisors in August. Please check with your supervisor to make sure that he/she has responded to the Supervised Ministry Office about attending.

GRADING CRITERIA

• Willingness and ability to engage and work with others in class.

• Meeting deadlines for assignments. Failure to meet an assignment deadline means you cannot make an informed contribution to the group discussion.

• Written work will not be accepted after the final class for the semester. Failure to hand in written work on time will result in a grade being lowered.

• Attendance in class unless excused for a reason that would warrant missing a ministry responsibility such as illness, funeral, personal emergency.

• Ability to analyze material critically and communicate ideas effectively. Although it is not necessary to agree with every point-of-view expressed by the professor, guest lecturer, authors and fellow students, it is expected that their ideas will be respected and treated fairly.

• Quality of written work. We will be looking for evidence of an attempt to grapple with issues raised in the reading, lectures and group discussion.

• Journaling must be done three days each week and handed in at each class session. At least five journals must be handed in during each six week segment of the class to receive a passing grade. See attachment on Method of Journaling. In order to help you better assess how well you are doing the journaling assignment, journals will be graded starting with the second journal. The first journal will not be graded but will count towards the required number of journals for the course.

• The semester is divided into two segments. Students will be notified by the adjunct faculty professor of their grade for each segment at the end of it. The final grade for the course will be an average of the two grades.

SMALL GROUP DISCUSSION
One of the most important parts of the seminar is the small group. Through weekly contact and sharing the group becomes a safe place to test out ideas about ministry and to dialogue with others who may view things differently. Because the group leader is an experienced pastor, you have the chance to talk with someone who can tell you about the realities of full-time ministry.

The adjunct faculty person serves as the leader of the group in that he/she will guide the discussions. The leader, however, is not solely responsible for the group process. Each student contributes to the group formation. You are also responsible for the direction the group takes.

It is our hope that you will benefit from the small group discussions by freely sharing your own experience thus far as it relates to the topic of the day, and that you will draw upon your present ministerial setting as “grist for the mill” for group conversations.

WRITTEN WORK

1. You are required to do three journal entries per week and hand in your journals at least five times in a six week period in order to receive a passing grade. Instead of requiring a fourth day of journaling we want to encourage you to take the time you would have spent journaling and spend it doing something to enrich your life and relationships. Throw a Frisbee, go for a walk, play with a child, or watch a sunset. Cherish this time each week—it is our gift to you.

2. The Learning Serving Covenant is to be handed into your group leader by October 3, 2012.

3. Group leaders will make additional assignments on the readings, if needed.

4. Writing is an important part of ministry as pastors communicate frequently through the written word. All written work in this class is expected to exemplify graduate level work. Students whose written work does not evidence good grammatical and internal structure will be referred to the writing center and expected to re-do given assignments accordingly.

EVALUATIONS

1. The final evaluation session with your teaching church or agency committee is to take place in late November.

2. Evaluation forms are available on the supervised ministry web site.

2. Evaluation forms—your self-evaluation, your supervisor’s evaluation, and the evaluation of each member of the teaching church or agency committee—are due in the Office of Supervised Ministry no later than December 5, 2012. Students needing an extension on the evaluation form due date should make the request in writing and submit to the Office of Supervised Ministry by November 28, 2012.
3. Please note: You are expected to turn in the evaluation forms from your ministry setting. Since you will have between 5-7 lay people on your Teaching Committee you will hand in seven (7) to nine (9) evaluations forms (5-7 from the Teaching Committee plus the supervisor, plus YOUR OWN SELF-EVALUATION.) All forms should be signed by you and the person filling out the form.

**BIBLIOGRAPHY**


**ATTACHMENTS**

1. Method of Journaling
2. Method of Theological Reflection
3. Evaluation Session
4. Leadership Analysis
5. Self-Care Inventory
6. Report on Ministry Setting
CLASS SCHEDULE – Unit I
August 29, 2012 to October 17, 2012
“Theological Reflection—The Soul of Ministry”

Of primary importance in the work of the religious leader is the ability to do theological reflection on daily life; this is the very essence of ministry. It is the job of the pastor and other religious leaders to become skilled in thinking theologically so as to be able to lead others into the same kind of reflection on the ways God is present and active in all of life. During the first six weeks of the semester we will be focusing on this aspect of ministry though readings and case study presentations.

**August 29, 2012**

Meet in large group for introduction to the Seminar in Ministerial Leadership. The class will view and discuss a film on clergy sexual ethics produced by the Faith Trust Institute entitled “The Pulpit, Transference, Hugging, Touching, Intimacy.” Small groups are formed.

**September 5, 2012**

Small group: Discuss Bishop Reuben Job, *Three Simple Rules*. Method of Theological Reflection introduced by faculty leader. This process will be used by group members each week and will form the basis for much of the discussion in small groups. (See attachment—“A Method of Theological Reflection.”)

Assignment: Read Job, *Three Simple Rules*  
Hand in journal. (See attachment—“Method of Journaling”.)

**September 12, 2012**

Small group: Discuss Stevenson-Moessner, *Prelude to Practical Theology*.  
Theological Reflection continues.

Assignment: Read Stevenson-Moessner pp.ix.-36.  
Hand in journal.

**September 19, 2012**

Small group: Discuss Stevenson-Moessner, *Prelude to Practical Theology*  
Theological Reflection continues.

Assignment: Read Stevenson-Moessner pp. 37-71  
Hand in journal.
September 26, 2012  NO CLASS – Yom Kippur

October 3, 2012
Small group: Discuss Andrews, Practical Theology for Black Churches
Theological Reflection continues.

Assignment:  Read Andrews, pp1-66.
Hand in journal.
Learning/Serving Covenant due in class. Hand in three copies to adjunct faculty.

October 10, 2012  NO CLASS – Reading Week

October 17, 2012
Small group: Discuss Andrews, Practical Theology for Black Churches.
Theological Reflection continues.

Last semester you completed a Self-Care Inventory. Another is included in the attachments. How are you caring for yourself? Have you made any changes in your life-style since last semester? This is a good time to remind yourself of these issues. Please complete the self-care inventory. No need to return.

Assignment:  Read Andrews, pp. 67-132.
Hand in journal.
At the heart of religious leadership in the Christian faith is the ability of the leader to be self-aware and aware of issues in the greater society as well. The challenges of building community in an increasingly complex and fractured society are great and require the leader to have a sophisticated understanding of the changing nature of society and the place of the church within it. Also required is the commitment of the leader to good, ongoing self-care for the demands of ministry are also great and can be overwhelming without a proper balance and perspective. In these six weeks of the semester we will consider issues of leadership from a variety of perspectives. The readings of this unit have been chosen to give you tools to use in both understanding ministry in this complex and rapidly changing world AND taking care of yourself in the process.

Each person in your group will write and present a brief paper reflecting on leadership in the supervised ministry setting. The paper should be 5-7 double spaced pages and address questions listed in the attachment titled “Leadership Analysis”. Include in your paper how you are caring for yourself in this situation.

October 24, 2012

Small group: Discuss Meyers, *Underground Church*
Leadership Paper Presentation

Assignment: Read Meyers, pp. 1-62
Hand in journal.
Submit “Report on Ministry Setting” to the Office of Supervised Ministry, Seminary Hall 102. This form will be handed out in class.

October 31, 2012

Small group: Discuss Meyers, *Underground Church*
Leadership Paper Presentation

Assignment: Read Meyers, pp. 63-139
Hand in journal.
Boo!! Happy Halloween!! Have some fun….OK to eat candy this one day a year….forget what I said about clergy health….just this one day…..

November 7, 2012

Small group: Discuss Meyers, *Underground Church*
Leadership Paper Presentation
Assignment: Read Meyers, pp.140-191
Hand in journal.

November 14, 2012

Small group: Discuss Meyers, *Underground Church*
Leadership Paper Presentation

Assignment: Read Meyers, pp. 192-256
Hand in journal.

November 21, 2012

**NO CLASS—HAPPY THANKSGIVING**

November 28, 2012

Small group: Discuss Steinke’s *How Your Church Family Work: Understanding Congregations as Emotional Systems*
Leadership Paper Presentation

Assignment: Read Steinke, pp. vii-72
Hand in journal

December 5, 2012

Small group: Discuss Steinke’s *How Your Church Family Works*. Wrap-up.
General discussion on issues raised this semester, their impact on ministry and your functioning as a religious leader.

Assignment: Read Steinke, pp. 75-144
Hand in journal.

Final evaluations are due in the Supervised Ministry Office by December 5, 2012.

Students requiring more time to complete the evaluations process must notify the Office of Supervised Ministry in writing by November 28, 2012. No evaluations will be accepted after December 12, 2012. Final course grade will not be reported to the Registrar until all evaluations (self-evaluation by student, supervisor, and one evaluation form for each member of the Teaching Committee) have been received.