

COURSE SYLLABUS | Fall 2023

Key Skills for Today's Church Leader



Class Day/Time: Thursdays | 6:30-8:30 PM
Class Dates: Nov 2, 9, 16, 30, Dec 7, 14
Location: Grace Leadership Institute
Certificate: Theology and Church Leadership

INSTRUCTOR:

Rev. Derek Sanford
Grace Church | derek@whoisgrace.com | 814.790.4973 x231

OFFICE HOURS:

All meetings and appointments should be scheduled with instructor via email

COURSE DESCRIPTION

Church leadership in the 21st century is not easy. And whether you're a seasoned veteran or brand new to ministry, whether you are a pastor, a church staff member or a volunteer leader looking to step up your game, there are some basic ministry skills that didn't come in the "how to be a church leader" instruction manual. In this class, students will learn key skills for real-life modern ministry. Skills like how to lead a bible study, practical discipleship principles, how to build a team, how to conduct a meeting and communicate effectively, how to care for those who are hurting and how to respond to someone in crisis. Students can expect a deeply practical course with seasoned instructors built on biblical foundations.

COURSE OBJECTIVES

Leadership Competencies:

- Practice key skills required for modern church leadership.

Personal Growth:

- Discover personal strengths and weaknesses as it relates to critical ministry skills.

Applied Knowledge:

- Prepare a bible study.
- Prepare a mini sermon.
- Perform and reflect on a personal care session with a loved one who is struggling.

Christ-Centered Worldview

- Identify the biblical precedent for skill development as a necessary discipline of spiritual leadership.

COURSE TEXTS REQUIRED

Ferguson, Dave and Warren Bird. *Hero Maker*. Grand Rapids: Zondervan, 2018.

RECOMMENDED READING

Chan, Francis. *Multiply*. Colorado Springs: David C Cook, 2012.

Hybels, Bill. *Leadership Axioms*. Grand Rapids: Zondervan, 2008.

Sanford, Derek. *Untapped Church*. Sisters, OR: Deep River Books, 2021

Stevens, Tim, and Tony Morgan. *Simply Strategic Stuff*. Loveland, Group Publishing, 2004.

Warren, Rick. *Bible Study Methods*. Grand Rapids: Zondervan, 1981.

COURSE REQUIREMENTS

A. In Class Exercises (50 points)

1. There will be many in-class-exercises throughout the course sometimes individually and sometimes with a partner or small group. Full engagement will be expected.

B. Written Assignments

1. Write a Bible Study (10 points)

- Each student will use the template provided in class to map out a bible study including methods learned in class. Due 11/8

2. Hero Maker Discussion Questions and Now What response (20 points)

- Students will answer discussion questions at the end of select chapters in the required text *Hero Maker*. Answers should be written as full thoughts in complete sentences.
 - o Part 1 Section 4 – Leading as a Hero Maker – due 11/15
 - o Part 2 Section 5 – Multiplication Thinking – due 11/29
 - o Part 2 Section 6 – Permission Giving – due 11/29
 - o Part 2 Section 7 – Disciple Making – due 11/29
 - o Part 2 Section 8 – Gift Activating – due 11/29
 - o Part 2 Section 9 – Kingdom Building – due 11/29
- Now What? Essay – due 12/13
Students will write a 1-2 page response essay to *Hero Maker*. The essay should also incorporate learnings from the class session on how to disciple/mentor someone. The title of the essay is simply Now What? Students should reflect on what they will do next with the information they learned in the book and in that class. Some questions to inspire your essay include: Who is the individual or small group you will target to make heroes? What are your next moves to start that process with them? How does this affect your approach to building teams to accomplish ministry? How will your learnings guide your approach with leading volunteers in the church? Etc.

C. Other Assignments

1. Care Session (10 points)

Students will conduct a care session outside of class with someone in their life who is struggling. They will put into practice lessons learned in week 2 about care and listening skills. They will

provide a shore oral report to the class including things that went well and things that could be improved. Remarks should be prepared prior to class. Due 11/30

2. Mini Sermon (10 points)

Students will present a short talk or sermon of no more than 5 minutes on a passage or topic of their choosing. The sermon should incorporate and reflect principles that were learned during class. Due 12/14

COURSE SCHEDULE, CONTENT, ASSIGNMENTS

Date	Topic	Reading Due	Assignments Due
11/2	- Intro to Practical Theology - How to Facilitate a Bible Study	- None	- None
11/9	- How to care for someone who's hurting - The lost art of listening	-	- Write a Bible Study using methodologies learned in class.
11/16	- How to plan and lead a ministry event - How to Lead an Effective Ministry Meeting	- Read Hero Maker: Part 1	- Answer Hero Maker Discussion Questions at the end of Part 1: Section 4 – "Leading as a Hero Maker" -
11/30	- How to disciple/mentor someone	- Read Hero Maker: Part 2	- Answer Hero Maker Discussion Questions at the end of Part 2: Sections 5, 6, 7, 8, and 9 - Report results from Care session (in class)
12/7	- How to prepare and execute a talk/ sermon	- Read Hero Maker: Part 3	
12/14	- How to respond in a crisis	-	- Now What? Essay / from Hero Maker and 11/30 class - Mini Sermon – (in class)

CLASS EXPECTATIONS

- Regular attendance and submission of assignments on due dates in syllabus is expected. Attendance is required at scheduled classes and the scheduled start time. Students must alert the instructor via email about circumstances affecting their ability to attend class and complete assignments prior to the class or assignment due date.
- One absence per 6-week course will be permitted provided that the student watch the recording of the missed class. Classes will be recorded for internal use and can be found at the SharePoint site following the class. If the student misses more than one class, the class will not count toward their completion of the certificate.
- Each class will have a diversity of backgrounds and opinions represented. In order to encourage and ensure open participation, it is expected that each student will demonstrate respect and embody a posture of mutual learning at all times.
- Electronic Equipment Usage in Class It is expected that students will use technology (cell phones, laptop computers, iPads, etc.) during classes only for the purposes of class work.

ACADEMIC STANDARDS

- Cheating and plagiarism are considered serious breaches of personal and academic integrity and will not be tolerated. Such breaches in academic standards will result in a failing outcome for the class and all credits toward the pertinent certificate will be removed.

GRADING

- This course will be evaluated on a pass/fail grading system.
- If you attend all classes (you may miss 1 of 6 of the classes in person provided you watch the class video), and complete all assignments, you will pass the course.
- Failing the course would involve:
 - o Missing more than one class
 - o Not completing all assignments.
- Feedback will be given by the instructor on all assignments handed in. The feedback will be for your personal development and not assessment toward a grade.