



Hope School of Ministry Course Instruction Plan

C3-303 Ministry Assessment Project
Credit Hours: 3

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Credit Hours: Three credits

Department: Christian Ministry

I. Course Description and Objectives

This course is designed to help students reflect on their gifts and calling in ministry, to help them determine the types of training they need to seek out in order to properly prepare for their future ministry directions, and to help students work with their own church or denominational leaders to ensure that this training is integrated with their congregation's ministry vision.

NOTE- This course cannot be taken until the *Certificate in Urban Theological Studies* or the *Certificate in Christian Leadership Studies* is earned. This course is required for Admission to Candidacy in the *Ministerial Studies Diploma* Program.

After taking this course, each student should be able to:

- Clearly explain their calling to ministry and their vision for future ministry.
- Identify the core theological principles of church, ministry and leadership that will guide their development in ministry.
- Explain how their spiritual gifts shape their ministry.
- Recognize the areas that they will seek further training in and use this to shape their *Ministerial Studies Diploma* program.
- Develop a pastorally approved plan for a supervised ministry experience within their congregation or denomination.

II. Books and Materials

Cothen, Joe H. and Jerry N. Barlow. *Equipped for Good Work: A Guide for Pastors*. Rev. ed. Gretna, LA: Pelican Publishing, 2002.

Sanders, J. Oswald. *Spiritual Leadership: Principles of Excellence for Every Believer*. Rev. ed. Chicago: Moody Press, 1984.

Schmitt, Harley H. *Many Gifts, One Lord*. Fairfax, VA: Xulon Press, 2002.

III. Course Requirements

Summary of Grade Categories and Weights	
1) Meetings with Advisor or Mentor	10%
2) Readings Summaries	15%
3) Philosophy of Ministry Paper	20%
4) Doctrinal Summary Review	20%
5) Nicene Creed Memorization Project	20%
6) Ministry Plan (to be shared with ministry leader or pastoral supervisor) . . .	15%
	100 pts

Grade Requirements

Initial Meetings with Your Advisor or Mentor

You will be required to meet with your faculty advisor or mentor to discuss your participation in the *Ministerial Studies Diploma* program, and to review the various assignments you will need to fulfill to complete the MAP course. These assignments will include your completion of the Readings summaries, your Philosophy of Ministry paper, a short Doctrinal Summary Review, the Nicene Creed Memorization Project, and the creation of a Ministry Plan that you will share with your ministry leader or pastoral supervisor.

Our desire is that you share your plan for the next phase of your ministry with your leader. Your pastoral supervisor will normally be your senior pastor or a leader appointed by your senior pastor. If you are a senior pastor, you might select either a) a denominational supervisor, [for example, a Bishop, a District Superintendent, etc.], or b) another trusted pastor from the community who has more experience than the student and who is willing to invest in their ministry development.

Readings Summaries (See Appendix One)

The readings and the “readings papers” are designed to help you to select the key principles for ministry from each reading and make applications to your own ministry situation. These are due at the last meeting with your academic advisor and pastoral supervisor.

Philosophy of Ministry Paper (See Appendix Two)

The Philosophy of Ministry paper offers you an opportunity to reflect upon your call to ministry, your ministry experiences, your spiritual gifts, your goals for the future, and the areas in which you may need further training and investment.

Doctrinal Summary Review

In order to be an effective minister of the Gospel, you must be able to defend the key tenets of the apostolic faith, summarized in the themes of systematic theology. You will need to write a paragraph for each of the following key doctrines of the Christian faith: the doctrine of the Word of God, the doctrine of God (including the Trinity), the doctrine of Christ, the doctrine of the Holy Spirit, the doctrine of angels, the doctrine of salvation, the doctrine the church, the doctrine of the Kingdom, and the doctrine of last things. This is not meant to be a weighty theological treatise; you are only required to write your best understanding of the key ideas and truths associated with each theme. Cite Scripture references where necessary, and concentrate upon the *central teachings* of each theme.

Nicene Creed Memorization Project (See Appendix Three)

In order to fulfill the requirements of the MAP course, you will need to write out (or recite) the Nicene Creed clause-by-clause, along with the biblical references attached to each clause. You will also need to memorize the Scripture verses that are listed in the right column that represent a key passage for each clause. The Nicene Creed is perhaps the most significant theological doctrinal statement in the history of the Church, and represents a concise and compelling summary of the apostolic doctrine. Written in the 4th century, it has stood the test of time, serving as the ground for confirmation of faith to ordination to the Gospel ministry. Please set as your goal to memorize the Creed and the corresponding references and Scripture texts *verbatim* (word-for-word). In order to pass the course, you cannot make more than *ten* total errors.

Ministry Plan and Dialogue with Pastoral Supervisor (See Appendix Four)

Your final course requirement includes your draft of a ministry plan which you will prepare, and review with your ministry leader or pastoral supervisor. The goal of this dialogue is to get the counsel, input, and assessment of your future desires for ministry in order that you may discover new opportunities and challenges for your ongoing developing ministry. After your dialogue with your pastoral supervisor, you must provide copies of your final plan to both your pastoral supervisor and your advisor or mentor.

Appendix One

Readings Summaries

1. Theology of Leadership

Read *Spiritual Leadership: Principles of Excellence for Every Believer* by J. Oswald Sanders and then:

- a. Answer the study questions located at the end of the book on pages 167-179. (These can be done after each chapter for maximum effectiveness).
- b. After you have completed these study questions, please also answer the following questions, “What was the most important insight you gained from the book?” and “How do you want this to affect the way in which you minister to others?”

2. Theology of Ministry

Read *Equipped for Good Work: A Guide for Pastors* by Joe H. Cothen and Jerry N. Barlow and then write a brief paper that answers these questions:

- a. What is the best way to describe the purpose of pastoral ministry? (Defend your answer).
- b. Choose **one** of the following aspects of pastoral ministry (preaching and teaching, evangelism, leadership of worship, baptism and Lord’s Supper, or helper of the sick, hurting and bereaved) and explain what the pastor’s most important responsibilities are in this area and what preparation is needed to do them well.
- c. “What was the most important insight you gained from the book?”
- d. “As a Christian leader called into pastoral ministry, how do you want the truths in this book to affect the way in which you minister to others?” **OR** “As a Christian leader who has *not* been called into a pastoral form of ministry, what are the ways in which the insights from this book should affect the way you minister to others?”

3. Theology of Spiritual Gifts

Read *Many Gifts, One Lord* by Harley H. Schmitt and then write a brief paper that answers these questions:

- a. What is the definition of “spiritual gifts” as you understand the term? (Use Scripture to support your definition).
- b. What is the relationship between “spiritual gifts” and “the grace of God”?
- c. What is the relationship between the “fruit of the Spirit” and the “gifts of the Spirit”?
- d. Are there areas of disagreement that you (or your church) would have with the way Rev. Schmitt understands spiritual gifts and their use in this reading? If so, what are these and how would you define and defend those differences?
- e. What spiritual gifts do you use in your ministry? How have you discovered these gifts?
- f. Are you ministering primarily in your areas of giftedness? If so, how do you know? If not, how can you take steps toward doing this?
- g. How do you make sure that your gifts are being placed at the service of your congregation rather than simply being used as a means for individual fulfillment?
- h. “What was the most important insight you gained from the book?” and “How do you want this to affect the way in which you minister to others?”

Appendix Two

Philosophy of Ministry Paper

Write a paper that helps you to make clear to yourself and others your own calling to ministry and the ways in which you have and will prepare yourself to fulfill your calling. To help you do this, we are asking you to create this paper by answering the following series of questions.

Section One: Calling

1. How did God call you into your current ministry?¹
 - a. What are your current ministry responsibilities?
 - b. Are there any people or events that God especially used to lead you into this ministry?
 - c. Is there a specific Scripture verse or passage that God used in leading you toward ministry?
 - d. How has your church's pastoral leadership confirmed your calling?

2. How would you define the calling that is on your life?
 - a. What are burdens, passions, and desires that God has placed in your heart as a leader?
 - b. What spiritual gifts do you use in your ministry and how did you discover these gifts?
 - c. How has your calling been made more clear over time?
 - d. How are you presently living out this calling?
 - e. What convictions has living out your calling produced in your life?
 - f. If you had to define what you have been called to do in only one sentence, how would you communicate it?

3. What is your vision for future ministry?
 - a. What dreams do you have about how you would like to see God use you in the future?
 - b. What barriers stand between you and fully living out your calling?
 - c. What kinds of ministry have you been particularly fruitful or effective in so far and what does this say about future ministry directions?
 - d. How will you make sure that your ministry development is firmly rooted in your church congregation, has the support of your church's leaders, and places the needs of the church community above your own individual needs?

Section Two: Preparation

4. How has God already prepared you to fulfill your calling?
 - a. What people, experiences, and/or formal training have prepared you for ministry so far?
 - b. What are the key things you have learned through the things discussed above?

5. What are the life experiences and training courses that you will need to fulfill your vision for future ministry?
 - a. What "gaps" are there in your preparation for ministry?
 - b. What are the things you most want to learn in order to be better prepared?
 - c. What existing TUMI courses do you most need to take?
 - d. What new courses would you like to see TUMI offer in the upcoming sessions?
 - e. What independent studies and/or supervised internships might be helpful?
 - f. What possibilities would you like to explore with your pastor for seeing how your church or denominational leadership can invest in your preparation for leadership?

¹By ministry, we do not mean *only* pastoral ministry. If God has called you to recognized leadership in any area of church life or outreach whether lay or pastoral, we believe this assessment process will be of value to both you and your church.

Appendix Three: The Nicene Creed

We believe in one God, (Deut. 6.4-5, Mark 12.29, 1 Cor. 8.6),
the Father Almighty (Gen. 17.1, Dan. 4.35, Mt. 6.9, Eph. 4.6, Rev. 1.8)
Maker of heaven and earth (Gen 1.1, Isa. 40.28, Rev. 10.6)
and of all things visible and invisible (Ps. 148, Rom. 11.36, Rev. 4.11).

We believe in one Lord Jesus Christ, the only begotten Son of God,
begotten of the Father before all ages, God from God, Light from
Light, True God from True God, begotten not created, of the same essence
as the Father (John 1.1-2, 3.18, 8.58, 14.9-10, 20.28, Col. 1.15 & 17, Heb. 1.3-6),
through whom all things were made (John 1.3, Col. 1.16).

Who for us men and for our salvation came down from heaven and was
incarnate by the Holy Spirit and the virgin Mary and became human
(Mt. 1.20-23, John 1.14, 6.38, Lk. 19.10).
Who for us too, was crucified under Pontius Pilate, suffered and was buried
(Mt. 27.1-2, Mk. 15.24-39, 15.43-47, Acts 13.29, Rom. 5.8, Heb. 2.10, 13.12).
The third day He rose again according to the Scriptures (Mk. 16.5-7, Lk. 24.6-8,
Acts 1.3, Rom. 6.9, 10.9, 2 Tim. 2.8)
ascended into heaven and is seated at the right hand of the Father (Mk. 16.19,
Eph. 1.19-20).
He will come again in glory to judge the living and the dead, and His
kingdom will have no end (Isa. 9.7, Mt. 24.30, John 5.22, Acts 1.11, 17.31, Rom. 14.9, 2
Cor. 5.10, 2 Tim. 4.1).

We believe in the Holy Spirit, the Lord and Life-Giver (Gen. 1.1-2, Job 33.4,
Ps. 104.30, 139.7-8, Lk. 4.18-19, John 3.5-6, Acts 1.1-2, 1 Cor. 2.11, Rev. 3.22),
who proceeds from the Father and the Son (John 14.16-18, 14.26, 15.26, 20.22)
who together with the Father and Son is worshiped and glorified (Isa. 6.3, Matt.
28.19, 2 Cor. 13.14, Rev. 4.8),
who spoke by the prophets (Num. 11.29, Mic. 3.8, Acts 2.17-18, 2 Pet. 1.21).

We believe in one holy, catholic, and apostolic church (Mt. 16.18, Eph. 5.25-
28, 1 Cor. 1.2, 10.17, 1 Tim. 3.15, Rev. 7.9).

We acknowledge one baptism for the forgiveness of sin (Acts 22.16, 1 Pet.
3.21, Eph. 4.4-5)
and we look for the resurrection of the dead and the life of the age to come
(Isa. 11.6-10, Mic. 4.1-7, Lk. 18.29-30, Rev. 21.1-5, 21.22-22.5).

Amen.

Memory Verses

(Rev. 4:11) "Worthy are you, our Lord and God, to receive glory and honor and power, for you created all things, and by your will they existed and were created."

(John 1:1) In the beginning was the Word, and the Word was with God, and the Word was God.

(1Cor.15:3-5) For what I received I passed on to you as of first importance: that Christ died for our sins according to the Scriptures, that he was buried, that he was raised on the third day according to the Scriptures, and that he appeared to Peter, and then to the Twelve.

(Rom. 8:11) If the Spirit of him who raised Jesus from the dead dwells in you, he who raised Christ Jesus from the dead will also give life to your mortal bodies through his Spirit who dwells in you.

(1 Pet. 2:9) But you are a chosen race, a royal priesthood, a holy nation, a people for his own possession, that you may proclaim the excellencies of him who called you out of darkness into his marvelous light.

(1 Thess. 4:16-17) For the Lord himself will descend from heaven with a cry of command, with the voice of an archangel, and with the sound of the trumpet of God. And the dead in Christ will rise first. Then we who are alive, who are left, will be caught up together with them in the clouds to meet the Lord in the air, and so we will always be with the Lord.

Appendix Four Ministry Plan

The heart of man plans his way, but the Lord establishes his steps.
Proverbs 16:9 (ESV)

Based upon the insight gained from your readings, Philosophy of Ministry papers and Doctrinal Summary Reviews, and your initial meeting with your advisor, you will be required to draft a plan which summarizes your future desires for ministry. These questions are designed to help you understand and articulate, as best you can, the next steps in your own preparation for ministry, in the area you believe God has called you to serve. Answer the following questions as honestly as possible, and be prepared to share your reasoning for your answers with your pastoral supervisor and advisor.

1. What Are My Ministry Goals?

- a. Write a vision statement that describes what you want to accomplish in ministry. George Barna says that “Vision for ministry is a reflection of what God wants to accomplish through you to build His Kingdom” and defines vision statements as “a clear mental image of a preferable future imparted by God to his chosen servants” that is “based upon an accurate understanding of God, self, and circumstances.”² *Therefore, your vision statement should say clearly and concisely what you want to do and accomplish in ministry.* This statement should take seriously both what you believe God has placed in your own heart and also the input of your pastoral supervisor.
- b. Using the insights gained in your Philosophy of Ministry paper, write out :
 - ▶ at least three short-term ministry goals (things that you will try and accomplish in the next six months to one year)
 - ▶ at least three longer-term ministry goals (things that you will try to accomplish in the next two to five years).

These goals should help you make progress toward what you wrote in your vision statement. They may include both:

- ▶ *spiritual development goals* (ways that you want to grow in classic spiritual disciplines [prayer, fasting, Scripture reading and memorization, etc.] or ways in which you want to grow in spiritual maturity)
- ▶ *ministry skills goals* (ways that you want to increase your experience and competency in performing ministry tasks).

Note -Good goals are SMART. **S**-- Specific (an observable behavior if possible), **M**— Measurable (how many, how long), **A**– Attainable (with the resources available), **R**– Relevant (to your vocational goal or personal growth), and **T**–trackable (by what dates)³

2. What Theological and Ministry Course Work Should I Concentrate On?

² George Barna, *The Power of Vision: How You Can Capture and Apply God's Vision for Your Ministry*, (Ventura, CA: Regal Books, 1992), pp. 28-29

³ Taken from Gary Pearson, “Designing a Learning Covenant,” in *Experiencing Ministry Supervision*, William T. Pyle and Mary Alice Seals, eds., (Nashville: Broadman and Holman Publishers, 1995), p. 60.

Using the insights gained in your Philosophy of Ministry paper, write down the types of courses that you most want to take in order to meet your short-term and long-term ministry goals.

3. **How Do I Master My Denominational (or Congregational) Distinctives?**
The theological courses at TUMI are designed to help you understand and defend the major doctrines of the Christian faith as summarized by the Nicene Creed. This training focuses on what all Christians share in common in their understanding of the faith. However, your ministry will occur as part of a denomination (or independent congregation) that has specific doctrinal distinctives and ministry practices that distinguish your church from other Christian groups. You need to develop a plan of reading or other instruction that will help you to learn the distinctive doctrines and practices of your congregation and the Scriptural principles that support them.

4. **What Supervised Ministry Will I Undertake?**
 - a. What supervised ministry will I do on behalf of my church?
 - b. How long will this supervised assignment last?
 - c. Will my pastoral supervisor give direct supervision of this ministry or will another person be assigned to oversee my progress?
 - d. How often will I meet with my pastoral supervisor or the person they designate?
 - e. What will these meeting times include? (*See Appendix Five*)
 - f. How will I show that I am applying the principles learned from the readings papers to my ministry experience?

Appendix Five

Questions for Supervised Ministry Meetings

(Please give this form to your ministry leader or pastoral supervisor)

The following questions are offered as a primer to encourage open and honest communication between you as pastoral supervisor and the TUMI student. In order to fulfill the requirements for our Ministry Assessment Project course, the student is responsible to discuss with you the challenges and opportunities connected to their service in their current position in the church, as well as their future goals for ministry. We offer these questions to assist you in helping the student understand their gifts, opportunities, and calling as they consider their future service in the church.

Note: please feel free to draft your own questions as you discuss with the student their fitness and availability for ministry.

1. How much time are you presently giving to this area of service—weekly, monthly, etc.? How much of this time is preparation and how much is direct service?
2. What are your current ministry roles and responsibilities in connection to this assignment?
3. What are your feelings about, and current reaction to this area of service? Are there any areas of discouragement or frustration? Are there any conflicts that need to be resolved? Explain.
4. How are those being served responding to the efforts and care of you and others in this service area? Explain.
5. How are you and your co-workers getting along and relating in your current assignment? What insights about leadership and teamwork are you receiving from this experience?
6. What would you say are your three greatest challenges for you at this moment in this service?
7. What is the most significant or rewarding thing that happened through your ministry since we last talked?
8. How would you describe your three most important lessons learned since we last met to discuss your assignment?
9. Does this area of service and outreach line up well with your gifts and ministry skills? If yes, how so? If not, why not?
10. What particular ideas are you having about your personal ministry calling as you have served the church in this area?
11. How is your reading and writing for your class assignments affecting the way you see your ministry at church?
12. What kind of training or input do you feel you need in order to serve with greater excellence in this particular arena of outreach?
13. What kinds of theological or biblical questions are surfacing for you at this time in this ministry?
14. What progress are you making in mastering our denominational (or congregational) doctrinal distinctives and/or administrative policies? Is there anything that needs to be clarified?
15. What are two areas of growth that you intend to focus upon before our next oversight and evaluation meeting?
16. Is there anything else that you need me to help you with?