



LEAD 801 – PASTORAL LEADERSHIP

3 Hour Course

IMPORTANT INFORMATION FOR EACH CLASS:

STUDENT QUESTIONS: ALL class questions should be submitted via the form provided on the course link page. Someone will typically respond to your request with 24-48 hours, if not sooner.

PROFESSOR CHAT ROOMS: Your professor will be available at regularly scheduled times in the WCBCS chat rooms. Please go to <http://www.westcoastbible.org/resources/> to access the chat room.

COURSE COMPLETION TIME FRAME: Students are given a maximum time limit of 2 months to complete once you have started any course. After 2 months, you will be required to contact info@westcoastbible.org to receive a new course for your degree plan that you will be required to purchase. *(This applies even if you have PAID IN FULL for the degree)*

SUBMISSIONS: Students will not be allowed to submit more than two full course of assignments in any month for any reason (10 in total). Failure to adhere to this policy will result in a 1-month temporary suspension of submission privileges. Repeat offenders will face a 3-month and then 6-month suspension.

GRADING: All assignments will be graded immediately upon the submission of the online assignments. It is the student's responsibility to keep a printed copy of all scoring results in case there is a grading conflict. WCBCS will only keep results for up to 6 months. Any scoring discrepancies need to be noted within 1 week of the course being marked as completed or the grade will remain final on the student transcript.

FAILURE POLICY: Any student who scores below a 60 for the final course grade will fail the course and will be required to pay for a new course. *(This includes anyone who had paid in full – you will be required to pay the cost of a single class for each applicable course)*

CHEATING POLICY: Any student found cheating will be given the grade of "F" for the course and will be required to take a different course. If the cheating occurs more than one time, the student will be permanently expelled with NO REFUND!

FORMS OF ACADEMIC DISHONESTY DEFINED:

Plagiarism: Knowingly or intentionally presenting the ideas, words or work of another one as one's own.

Cheating: Unauthorized use of study aids, examination files or taking an online test under an assumed name and then using the answers on the test when taking it under one's real name.

Fabrication: Falsification or invention of information concerning the student's background.

Collusion: Receiving unauthorized assistance in any academic exercise.

Personation: Having someone else complete assignments for you.

TEXTBOOK INFORMATION

Can you purchase a different version of this book? It is possible. HOWEVER, different versions may contain slightly different information. All test information is being taken directly from this book.

TEXTBOOK #1

Leadership Next: Changing Leaders in a Changing Culture

Author: Eddie Gibbs

Amazon Book Link: https://www.amazon.com/LeadershipNext-Changing-Leaders-Culture-ebook/dp/B001E5R0CQ/ref=sr_1_1?s=digital-text&ie=UTF8&qid=1467050411&sr=1-1&keywords=Leadership+Next

TEXTBOOK #2

Spiritual Leadership: Principles of Excellence For Every Believer

Author: J. Oswald Sanders

Amazon Book Link: https://www.amazon.com/Spiritual-Leadership-Principles-Excellence-Commitment-ebook/dp/B00KVTNH2I/ref=sr_1_4?s=digital-text&ie=UTF8&qid=1467050457&sr=1-4&keywords=Biblical+Leadership

REVISED MODULES TO BE COMPLETED FOR THIS COURSE

Examples of each module can be found on your course page

MODULE #1: READING & KEY TRUTHS (20% of final grade)

Within this module you will have three specific assignments highlighted in blue:

- **Seven Key Truths**
 - Write down 10 things you learned in the book that captured your attention and has the most potential to impact your life and ministry in the future.
 - Each statement should be 2 to 3 sentences long and should be able to be read and understood as a stand-alone statement. *Write as if you were speaking to someone who has no knowledge of the subject and make it understandable.*
- **Write chapter summaries on Textbook #1**
 - Write a brief overview of each chapter
 - No more than 200 to 300 words per chapter
 - Bullet point formatting is acceptable
 - Be concise, but thorough
 - Address the main concepts
- **Write a book review Textbook #2**
 - Should be less than 600 words
 - Give complete bibliographical information at the top of the page (title, author, publisher, place of publication, date of publication, number of pages, and name of reviewer).

Format Example to be Centered at the TOP of the Page: *Organizational Culture and Leadership* by Edgar Schein. San Francisco: Jossey-Bass, 2010. 400 pages. Reviewed by Eddie Edison.

Book titles should always be italicized

- **Introductory Paragraph:** State the author's credentials (education, place of employment, previous achievements, etc.) as an introduction to giving the book a serious hearing.

- Biographical information about the author should be included only as it demonstrates the author's competency to write the book.
 - Within the context of the paper, do not use titles (Dr., Rev., etc.). Use the author's last name.
 - State the author's thesis (*reason for writing*) and give a synopsis of the book in your own words. DO NOT USE QUOTATIONS DIRECTLY FROM THE BOOK AT ANY POINT.
- **Personal Assessment Paragraph:** Answer the following questions.
 - What was one strength of the book, i.e., what contributions does the book make?
 - What was one weakness of this book?
 - Would you recommend this book?
 - If so, to whom and why?

BE CREATIVE: Write this in such a way that people will WANT to read what you have to say.

GRADING RUBRIC: The score for this module is broken down as 50% Grammar/Spelling and 50% Content

2) CLOSED BOOK EXAM (20% of final grade)

IMPORTANT NOTE: STUDENTS MAY NOT USE THEIR BOOK OR NOTES TO TAKE THIS EXAM. This will not only test your knowledge, but also your integrity. NEVER compromise your integrity for a score.

- This exam will have a 2-hour time limit
- This is a CLOSED BOOK EXAM over the content the student is responsible for reading in the text

GRADING RUBRIC: The score for this module is obtained via the exam score the student receives

3) CLOSED NOTE LECTURE EXAM (20% of final grade)

IMPORTANT NOTE: STUDENTS MAY NOT USE NOTES TO TAKE THIS EXAM. This will not only test your knowledge, but also your integrity. NEVER compromise your integrity for a score.

- Before listening to the lectures, students are encouraged to download the *Lecture Notes* as a resource to assist you in the filling in the blanks for the questions you will be tested on in the online *Lectures Exam*.
- Questions will come directly from the lectures. Upon completion of reading the assigned text and answering of the questions, take the online test to submit and receive your testing score.
- Watch the additional videos and write 300-500-word summary of videos.

GRADING RUBRIC: The score for this module is obtained via the exam score the student receives

4) CONDUCT AN INTERVIEW WITH A LOCAL CHURCH LEADER, ASKING THE TEN (10) QUESTIONS YOU HAVE CREATED FOR THE INTERVIEWEE

Each question should be listed, numbered and followed immediately by the response. Questions should be open ended to where they elicit more than a "yes or no" response. This assignment should be between 3-5 pages in length. Complete this assignment by copying the text into online test and your assignment will be graded soon thereafter. (You may not use the same church leader for more than one class so that you can gather a wide array of experience)

5) CLOSED NOTE MAGAZINE ARTICLES ASSIGNMENT AND RESEARCH EXAM (20% of final grade)

IMPORTANT NOTE: STUDENTS MAY NOT USE NOTES TO TAKE THIS EXAM. However, students will be allowed to COPY AND PASTE their research summaries. This will not only test your knowledge, but also your integrity. NEVER compromise your integrity for a score.

LIBRARY NOTE: Students are required to have a paid library subscription to www.Questia.com in order to complete this research. Students must pay for this membership directly on the Questia website.

- **ASSIGNED ARTICLES:** Students are **REQUIRED** to read the 5 assigned magazine articles listed on the class link page, highlighting or taking notes from what you have read.
 - Upon completion you will take the *Magazine Quiz* that is made up of 5 questions, 1 from each article.
- **RESEARCH SUMMARIES:** Research four academic journal articles, and four magazine articles that are directly related to the course content from Questia and summarize in 200 to 300 words per each article (*Students must provide links and summaries*). This assignment MUST be completed in the Questia library.

GRADING RUBRIC: The score for this module is broken down as 50% for Magazine Articles Exam and 50% for Research Summaries (25% for Grammar/Spelling and 25% Content)

6) CLOSED BOOK FINAL EXAM (20% of final grade)

The Closed Book Final Exam will be a 100 question comprehensive exam of all the information you have studied, with additional questions coming from anything you may have studied in this course.

Daily Class Schedule

TEXTBOOK #1

Day 1: Download the Exam Review and answer questions as you read

Read chapters 1-2 – write a summary of what you've read (*not one per chapter*)

Day 2: Read chapters 3-4 – write a summary of what you've read (*not one per chapter*)

Day 3: Read chapters 5-6 – write a summary of what you've read (*not one per chapter*)

Day 4: Read chapter 7 – write a chapter summary

Day 5: Read chapter 8 – write a chapter summary

Day 6: Read chapter 9 – write a chapter summary

Day 7: Read chapter 10 – write a chapter summary

TEXTBOOK #2

Day 8: Read chapters 1-4 – take notes for book review

Day 9: Read chapters 5-8 – take notes for book review

Day 10: Read chapters 9-12 – take notes for book review

Day 11: Read chapters 13-17 – take notes for book review

Day 12: Read chapter 18-22 – take notes for book review

Day 13: Develop the Ten Key Truths from your book reading

Day 14: Write the Book Review from Textbook #2

Day 15: Module #1 Submission - Submit the Module One Assignment (*you will upload your Key Truths*)

Day 16: Module #2 Submission - Take Closed Book Online Exam (Submit Module Two Assignment)

Day 17: Download the Lecture Notes and Review

Listen to lecture #1 and fill in the blanks

Day 18: Listen to lecture #2 and fill in the blanks

Days 19-21: Listen to YouTube Lectures and write the video summaries

Day 22: Module #3 Submission - Take Closed Note Lecture Exam (*you will upload your Key Truths at the end of the exam*)

Days 23-25: Create questions and conduct interview with local church leader

Day 26: Submit Module #4 assignment

Day 27: Read all 5 Assigned Magazine Articles

Days 28-32: Research four academic journal articles and four magazine articles via Questia.com

Day 33: Module #5 Submission - Take Closed Note Articles Assignment and Research Exam

Days 34-39: Study for Final Exam

Day 40: Module #6 Submission – Submit Final Exam Assignment

Congratulations on completing LEAD 801: Pastoral Leadership!!!

WCBCS Writing Examples for All Levels

NOTE: All examples are completely fictitious, but should serve as a guide to help you understand how to process each assignment. Please take specific note of how you format your papers when making a submission.

MODULE ONE:

KEY TRUTHS:

(examples taken from <http://www.relevantmagazine.com/god/practical-faith/9-things-everyone-should-do-when-reading-bible>) These examples show you HOW you should write your key truths. Notice how the language is in common everyday terms that are memorable. *Key Truths will be used in Modules One and Three.*

How to set up your heading at the top of each paper

Name:
Class:
Module Number:
Assignment Name:
Date:
(THREE SPACES AFTER DATE)

EXAMPLE:

Eddie Edison
BIBL 501
Module One
Five Key Truths Assignment
January 1, 2020

Key Truth One: Read 'you' differently. Almost all the "you" words in the New Testament are plural you's rather than singular you's. The Southern "y'all" expresses it beautifully: the epistles are written to believers corporately, not believers alone.

Key Truth Two: If you see a "Therefore," Find Out What It's "There For." Therefore, take note in Bibles where paragraphs are divided up with headings inserted by editors. If the paragraph begins with "therefore," you might have to pick up a bit earlier to understand the context.

Key Truth Three: The Bible is not an instruction manual. It's not a "how-to" book for life. It is a collection of 66 books of literature, and to interpret it correctly, you need to remember what you learned in English class about interpreting different genres of literature.

Key Truth Four: Realize that prophecy is more often FORTH-telling than it is FORE-telling. So often, our focus in approaching prophecy is to ask "what did they say about the future?" However, often the prophets weren't talking about the future (foretelling), they were explaining and interpreting Israel's history and current predicaments in light of their covenantal behavior (forth-telling), and had little to do with the future.

Key Truth Five: Realize that not all “if” statements are the same. Some IF statements are always tied to the THEN one (if you stand in the rain, then you will get wet). Others have more risk involved: the IF statement is necessary, but not sufficient, to bring about the THEN one (if you study for an exam, then you will pass).

Chapter Summary:

(One summary per each required chapter for reading. See more detailed instructions at http://user.keio.ac.jp/~hjb/How_to_write_a_summary.html)

EXAMPLE:

Eddie Edison
BIBL 501
Module One
Chapter Summaries
January 1, 2020

Chapter One

In chapter one, “Resolving Conflict,” Little offers tools to church leaders for improving conflict management skills, beginning with assessing where you are in the process of conflict management.

Little offers strategies to bring out the best in others: 1) Believe we can do it, 2) Bring out the best in ourselves, 3) Be alert to circumstances that bring out the worst in others, 4) The pastor is the “answer person” who gives help rather than needing it, 5) Efforts should be made to help people build their strengths, and 6) We must beseech God in prayer. Specific techniques to bring out the best in others include communicating to build bridges, keep short accounts, and be responsible for personal feelings.

He further suggests ways to bring out the best in others in a group: 1) Assume the best, 2) Classify the difference, 3) Clarify the viewpoints, 4) Prompt deeper reflection, 5) Promote through understanding, 6) Encourage sincere forgiveness, 7) Establish a goal, and 8) Recall ultimate priorities.

Little concludes that conflict can be a draining factor in church life, but it doesn’t have to be, as it is “not entirely destructive and often contains the seeds of great opportunity.”

BOOK REVIEW:

EXAMPLE:

Eddie Edison
BIBL 501
Module One

Book Review
January 1, 2020

Organizational Culture and Leadership by Edgar Schein. San Francisco: Jossey-Bass, 2010. 400 pages. Reviewed by Eddie Edison

Organizational Culture and Leadership by Edgar Schein, a Sloan Professor of Management Emeritus at the Sloan School of Management at the MIT, is one of the most influential management books of all-time. This book explains what culture is, how it affects the organization, how to understand and decipher it and how to act on it with culture change. Part one provides the foundation for the rest of the book, defining organizational culture and other types of culture. It also describes Schein's three levels in which organizational culture is represented in organizations: artifacts, beliefs and values, and assumptions. Part two explores different dimensions of culture, including organization and national culture. Part three looks at culture over time, beginning with how culture evolves in new groups and at the different stages of organizations. Parts four and five focus a more on the leadership role in evolving and changing the organizational culture.

The greatest strength of this book was Schein's identification of three levels of culture: artifacts (*visible*), espoused beliefs and values (*may appear through surveys*), and basic underlying assumptions (*unconscious taken for granted beliefs and values these are not visible*). The biggest weakness for me was that it was written in such a lengthy, technical sense that it made it a difficult read. However, I learned how to identify better culture, which is helpful when considering potentially making changes to culture. In applying what I learned in my ministry context, I would start by going throughout my church and assessing the "artifacts" on display, determining if the "espoused beliefs and values" of the leaders match up with the congregation, and examining the "basic underlying assumptions." While it's not book written, per se, for ministry or ministers, I believe every leader should read this book because it provides thought-provoking insight into an organizational culture; thoughts which may save a leader from making elementary mistakes, especially when entering into a new leadership position.

MODULE FOUR:

RESEARCH SUMMARIES:

EXAMPLE:

Eddie Edison

JOURNAL ARTICLE SUMMARY #1:

Bailey, Ginnie. "Marital Discord As Pathway to Healing and Intimacy, Utilizing Emotionally Focused Couples' Therapy", *Journal of Pastoral Counseling*. 2002, Vol. 37, p. 88-100.

In *Marital Discord As Pathway to Healing and Intimacy, Utilizing Emotionally Focused Couples' Therapy*, Ginnie Bailey looks at repeated patterns of blaming, conflict, and marital dissension as being linked to the childhood wounds of both partners. To bolster her proposal, Bailey cites Richard Alperin who believes all people desire intimacy in marriage, only to experience its elusiveness.

Bailey notes various theoretical frameworks that provide insight to how childhood experiences impact relationships including the Object Relations Theory, Attachment Theory, and Bowenian Theory. All these theories support the fact that childhood trauma, abuse, and experiences impact one's ability to achieve intimacy. Emotionally Focused Therapy (*EFT*) asserts emotions are the key to the pain, as well as the healing. Blocking or avoidance of problems can lead to significant problems in the future. Therefore, she explores various means of helping married couples understand their emotions and properly communicate through them. *EFT* employs five processes for change: 1) Synthesizing emotion; 2) Evocation of emotion; 3) Emotional restructuring; 4) Accessing state-dependent core beliefs; and 5) Modification of primary emotional responses.

Bailey believes couples that are willing to scrutinize past emotional experiences can learn from them and discover how they have led to specific patterns in their marriage relationship.