

LIDLAW COLLEGE

Te Wananga Amorangi

460.415 Journeying into Ministry Course Assessment and Delivery Outline

Campuses: Henderson, Manukau and CDL

NQF Level 5
15 Credits

CONTENT OVERVIEW:

1. Introduction to Internship: Call
2. Understanding Context; Setting Objectives
3. Making the most of mentoring
4. Introduction to Strengths Finder
5. Stress management
6. Time management: boundaries and priorities
7. Self-management: recreation and renewal
8. Resource Management: Working in a multi-ethnic environment
9. Resource management: working in community with others
10. Resource management: Handling difficult issues
11. Resource management: managing social media
12. Evaluating management: Success and failure

ASSESSMENT TASKS AND DUE DATES:

1. Learning Covenant & Ministry Schedule

Learning Outcomes 1, 2

Due Date End of Week 3

Percentage Weighting 10%

Length 450 words + objectives and schedule

NB – all learning objectives should be signed off by your on-site supervisor prior to submission

Your Learning Covenant should utilise the supplied worksheet and include the following:

1. A short description of your ministry context (150 words)
2. A short description of your ministry responsibilities (150 words)
3. An explanation of your sense of call (150 words)
4. Learning objectives highlighting three ways you will seek to grow in your service to others this semester and beneath each add 2 steps that will help you in this process. Include at least one from each of the following areas...
 - Personal skill formation
 - Knowledge of your ministry field
 - Personal growth practices e.g., physical, emotional, relational or spiritual development

Schedule

- Using the supplied template - map out your ministry, study and personal time commitments for the coming semester.

Refer to Learning Guide for worksheets and further instructions

2. 2. Reflective Practice Project: Strengths Finder

Learning Outcomes 3, 4

Length and Due Dates

Phase One	400 words	End of week five
Phase Two	150 words	End of week six
Phase Three	150 words	End of week eight
Phase Four	400 words	End of week ten

Percentage Weighting 30%

This assignment and is designed to help you identify your strengths and to give you the opportunity to consider ways to develop these with particular reference to your ministry context and practice.

Please Note

- You must begin working on this assignment in WEEK FOUR in order to meet its requirements
- This assignment involves an additional course cost of approximately \$100 covering an online assessment and coaching.

Completion of this assessment will take place in four phases and includes readings, an online assessment, coaching and four journal reflections

Refer to Learning Guide for full instructions

3. Self-Care Essay

Learning Outcomes

5

Due Date

End of Week Eleven

Percentage Weighting

35%

Length

1000 words

Essay:

Read the provided PDF file "Preventing Ministry Failure" (available in the "additional resources folder" in Moodle) looking for any insights or suggestions that will help you answer the following questions in a **1000 word** essay:

Part A

- What do you understand self-care to be?
- What are its purposes? It's significance for ministry?

Part B

- What potential self-care concerns come to mind for you in your context of ministry?
- What potential self-care concerns come to mind for you in your personal spaces?

Part C

- Using insights gained from this reader how do you propose to develop and maintain healthy self-care over this season of combined ministry and study?

4. Ministry Review (Parts A & B)

<i>Learning Outcomes</i>	1, 4, 5, 6
<i>Due Date</i>	End of Exam Week
<i>Percentage Weighting</i>	25%
<i>Part A: Length</i>	500 words
<i>Part B: Length</i>	N/A

Part A: Self Review

Write a summary of your semester of your practical ministry experience highlighting what has been significant learning for you through your application of the action reflection model. Include reflection on the following elements:

1. Revisit your **learning objectives** – to what extent were each of these achieved? What did you learn?
2. Name and explain one key point you learnt about yourself and how **your area(s) of gifting/strengths** suits your ministry practice?
3. Name and explain one key point you have learnt about your own **need for self-care**.
4. Name and explain one key point you have learnt about **wise management** (from the integrative tutorials) that has assisted you in your ministry practice.
5. Identify and discuss any areas **needing attention** in order for you to continue to grow personally and in your ministry effectiveness.

Part B: Ministry Review by Mentor and On-Site Supervisor

At the end of the semester ministry review forms should be completed by both your on-site supervisor and your mentor and discussed with you prior to submission.

The two report forms and your self-review should be signed and collated by your mentor and submitted to Laidlaw by the end of exam week.

A cover sheet will be completed by your course coordinator based on both reports.

CRITERIA FOR ASSESSMENT

1. Learning Covenant and Schedule

- Understands the nature of his/her ministry task
- Locates role within ministry context
- Demonstrates self-awareness
- Formulates appropriate and achievable learning objectives
- Allocates time commitments realistically and appropriately
- Presentation

2. Reflective Practice Project: Strengths Finder

- Coverage of all four reflective phases
- Summary of strengths and connection with ministry setting (Journal 1)
- Identifies insights from coaching session (Journal 2)
- Evidence of ongoing reflection on strengths in relation to a specific ministry incident (Journal 3)
- Thoughtful reflection on overall development of strengths (Journal 4)
- Presentation and clarity

3. Self-Care Essay

- Evidence of reading the provided reader
- Understands the nature and principles of self-care
- Identifies potential self-care concerns both personally and professionally
- Appropriate plan for self-care well thought out
- Presentation, Referencing and Bibliography

Ministry Review

- Pursuit of personal development through goal setting and appropriate follow through
- Openness to personal development through goal setting and appropriate follow through
- Openness to learn from others in relation to ministry practice.
- Growth in time management as evidenced in preparation for/management of own ministry responsibilities and mentoring
- Ongoing work toward skill development in assigned area(s) of ministry practice
- Ability to communicate respectfully, clearly and effectively
- Ability to build and maintain healthy, respectful relationships
- Growth in understanding the nature and need for self-care
- Growth in understanding personal call, giftedness and strengths

LEARNING HOURS

Elements of learning	Learning hours
Supervised Ministry Practice	96 hours
Mentoring	6 hours
Learning Covenant	10 hours
Reflective Practice Project: Strength Finders	15 hours
Self-Care Essay	20 hours
Ministry Review	<u>3 hours</u>
	150 hours

Bibliography

Required Texts

Wilson, Michael Todd and Brad Hoffmann. *Preventing Ministry Failure: A ShepherdCare Guide for Pastors, Ministers and Other Caregivers*. Downers Grove: InterVarsity Press, 2007.

Recommended Texts

Learning Covenant & Reflective Practice

Hillman, George. *Ministry Greenhouse: Cultivating Environments for Practical Learning*. Herndon: Alban, 2008.

Huffman, Libby. "Managing Time: Another New Series."¹ Available in Moodle

Pyle, W. and Mary Seals, eds. *Experiencing Ministry Supervision: A Field-Based Approach*. Nashville: Broadman and Holman, 1995.

Strengths Finder

Clifton, Donald O., Albert L. Winseman and Curt Liesveld. *Living Your Strengths: Living Your Strengths: Discover Your God-given Talents And Inspire Your Community*. New York: Gallup, 2004.

Rath, Tom and Barry Conchie. *Strengths Based Leadership*. New York: Gallup Press, 2009.

Rath, Tom. *Strengths Finder 2.0*. New York: Gallup, 2007.

Ministry and Self-Care

Anderson, Ray. *The Shape of Practical Theology: Empowering Ministry with Theological Praxis*. Downers Grove: InterVarsity Press, 2001.

Brain, Peter. *Going the Distance: How to Stay Fit for a Lifetime of Ministry*. Kingsford. Mathias Media, 2004.

Clinebell, H. *Well-Being: A Personal Plan for Exploring and Enriching the Seven Dimensions of Life* (San Francisco: Harper, 1992), 3-16.

Dodd, Brian. *Empowered Church Leadership: Ministry in the Spirit; According to Paul*. Downers Grove: IVP, 2003.

Lewis, G. Douglass. *Meeting the Moment: Leadership and Well-Being in Ministry*. Nashville: Abingdon, 1997.

Moy, Richard and Anna Drew. *Leadership and Social Networking: Updating Your Ministry Status*. Leadership Series. Cambridge: Grove Books, 2011.²

Nash, Sally. *Sustaining Your Spirituality*. Cambridge: Grove Books, 2006.³

¹http://www.officearrow.com/home/articles/productivity/organization_and_workflow/p2_articleid/552/p142_id/552/p142_dis/2 (Accessed 28 January 2009).

² eBook available for online purchase at www.grovebooks.co.uk.

³ eBook available for online purchase at www.grovebooks.co.uk.