

Note:

Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.

COURSE SYLLABUS

PLED 350 PASTORAL DUTIES

COURSE DESCRIPTION

The call, qualifications and duties of the pastor are considered. In the areas of duties, such topics as preaching, teaching, evangelism, counseling and visitation will be taught. Instruction will be given in administering the ordinances of the church, as well as funerals and weddings.

RATIONALE

In this course, careful attention will be given to the many areas of responsibility that a pastor, who is called by God, must balance. Careful instruction will also be given to practical methods of application, which will be beneficial in pastoral duties.

I. PREREQUISITES

None

II. REQUIRED RESOURCE PURCHASES

Click the following link to view the required resources for the term in which you are registered: <http://bookstore.mbsdirect.net/liberty.htm>

III. RECOMMENDED RESOURCES

Osborne, Larry. *Sticky Teams: Keeping Your Leadership Team and Staff on the Same Page*. Grand Rapids, MI: Zondervan, 2010. ISBN: 9780310324645.

Wilkes, C. Gene. *Jesus on Leadership*. Carol Stream, IL: Tyndale House Publishers, 1998. ISBN: 9780842318631.

IV. ADDITIONAL MATERIALS FOR LEARNING

- A. Computer with basic audio/video output equipment
- B. Internet access (broadband recommended)
- C. Microsoft Word
(Microsoft Office is available at a special discount to Liberty University students.)

V. MEASURABLE LEARNING OUTCOMES

Upon successful completion of this course, the student will be able to:

- A. Identify qualifications for pastoral ministry.
- B. Organize a plan for spiritual growth.
- C. Write strong, biblical sermons.

- D. Describe the duties and responsibilities of the pastor.
- E. Apply strategies for reaching persons through church evangelism.
- F. Examine the church ordinances and their application in services.
- G. Construct effective services for weddings and funerals.
- H. Employ strategies for developing leaders in a congregation.

VI. COURSE REQUIREMENTS AND ASSIGNMENTS

- A. Textbook readings and presentations

- B. Discussion Board forums (8)

Each week, the student will post a thread of 200–300 words on the forum topic presented. By the week's end, the student will reply with at least 100 words to the threads of at least two classmates in discussion of the topic. Threads will be due by the end of Friday of the assigned module/week and replies will be due by the end of the same module/week.

- C. Calling Statement

The student will complete a one-page, single-spaced statement describing their call to vocational ministry and/or describing their reasoning for taking the class in preparation for future ministry. The assignment should include details regarding the students calling and their desire to be effective in ministry. This assignment will be due by the end of Module/Week 1.

- D. Five-Year Personal Growth Plan

The student will compile a list of 10 books and 70 Scripture verses to be mastered in the next five years. A plan of how the student will achieve this is to be written. This assignment is due by the end of Module/Week 2.

- E. Pastoral Interview Project

The student will interview a pastor and write a paper in transcript style with at least 3 full pages listing the questions and describing the pastor's responses. This will be followed up by a ½ to one-page summary of what the student learned through the interview. This assignment will be due by the end of Module/Week 3.

- F. Principles for Sermon Preparation

The student will research and develop principles for sermon preparation. The assignment should include methods for research, tools for study, and developing the sermon structure. The assignment should be at least 4 full pages. This assignment will be due by the end of Module/Week 4.

- G. Church Growth Plan

The student will develop a plan for leading a church to be a healthy evangelistic congregation. Give a five-year plan that includes personal evangelism, public evangelism, and church planting. Project should include planning for worship,

edification and evangelism. Assignment should be at least 4 full pages. This assignment will be due by the end of Module/Week 5.

H. Church Ordinances

The student will write a two-page, single-spaced summary, one page for of each church ordinances. The summary will include who can take the ordinance, what is vital to know regarding the ordinance, when the ordinance is to be administered, where the ordinance is to take place, and how the ordinance is to be given. This assignment will be due by the end of Module/Week 6.

I. Book Critiques (2)

The student will read all assigned chapters in two of the required textbooks and submit a well-written paper (5–6 pages) on each book. The student will summarize and evaluate the book and apply it to his own situation. Each critique will be due by the end of the assigned module/week.

VII. COURSE GRADING AND POLICIES

A. Points

Discussion Board forums (8 at 30 pts ea)	240
Calling Statement	60
Five-Year Personal Growth Plan	100
Pastoral Interview Project	100
Principles for Sermon Preparation	100
Church Growth Plan	100
Church Ordinances	100
Book Critiques (2 at 100 pts ea)	200
Total	1000

B. Scale

A = 900–1000 B = 800–899 C = 700–799 D = 600–699 F = 0–599

C. Academic Dishonesty

Cheating and/or academic dishonesty will be dealt with according to the University policy, which is explained in the Student Expectations.

D. Late Work

Late work will be penalized one letter grade for each day late. Work that is more than three days late will not be accepted and will receive a failing grade.

E. Disability Assistance

Students with a documented disability may contact Liberty University Online’s Office of Disability Academic Support (ODAS) at LUOODAS@liberty.edu to make arrangements for academic accommodations.

COURSE SCHEDULE

PLED 350

Textbooks: MacArthur, *Pastoral Ministry* (2005).

Spurgeon, *Lectures to My Students* (2010).

Toler, *Stan Toler's Practical Guide for Pastoral Ministry* (2006).

WEEK/ MODULE	READING & STUDY	ASSIGNMENTS	POINTS
1	MacArthur: chs. 1 & 2, 4–6	Course Requirements Checklist	0
	Toler: chs. 1–5	Class Introductions	0
	Spurgeon: Vol. 1, Lectures 1 & 2	DB Forum 1	30
	1 presentation	Calling Statement	60
2	MacArthur: chs. 9–11	DB Forum 2	30
	Toler: chs. 6, 15–23 Spurgeon: Vol. 1, Lectures 3 & 4 1 presentation	Five–Year Personal Growth Plan	100
3	MacArthur: chs. 3, 13 & 20	DB Forum 3	30
	Toler: chs. 24, 35–39 1 presentation	Pastoral Interview Project	100
4	MacArthur: chs. 12 & 15	DB Forum 4	30
	Toler: Part 6 Spurgeon: Vol. 1, Lectures 5–7 1 presentation	Principles for Sermon Preparation	100
5	MacArthur: ch. 18	DB Forum 5	30
	Toler: chs. 29–34 3 presentations	Church Growth Plan	100
6	MacArthur: chs. 21 & 14	DB Forum 6	30
	Toler: chs. 7–14, & 28 1 presentation	Church Ordinances	100
7	Toler: chs. 26 & 27	DB Forum 7	30
	Parts 4 & 5 1 presentation	Book Critique: Toler	100
8	MacArthur: chs. 7, 8, 16, 17, & 22	DB Forum 8	30
	2 presentations	Book Critique: MacArthur	100
TOTAL			1000

DB = Discussion Board

NOTE: Each course week (except week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final week ends at 11:59 p.m. (ET) on Friday.