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 450
LEADERSHIP AND MANAGEMENT OF THE LOCAL CHURCH

COURSE DESCRIPTION
This course is designed to teach the student the basic organization necessary for an effective local church ministry. Emphasis is placed on the development of biblical management and leadership skills.

RATIONALE
In order to develop healthy leadership within church ministry, two areas need to be addressed. One is obvious. Leaders need to develop their leadership skills. This course addresses this area by focusing on common mistakes that leaders make in an effort to help future leaders avoid those same mistakes. Additionally, leaders need to develop their skills in managing people. An area that is often overlooked is the potentially unhealthy spiritual condition of church leadership. Beyond the skill set needed in church leadership, this course seeks to address the important character of church leadership through humble self-reflection and change.

I. PREREQUISITE
For information regarding prerequisites for this course, please refer to the Academic Course Catalog.

II. REQUIRED RESOURCE PURCHASE
Click on the following link to view the required resource(s) for the term in which you are registered: http://bookstore.mbsdirect.net/liberty.htm

III. 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.)

IV. MEASURABLE LEARNING OUTCOMES
Upon successful completion of this course, the student will be able to:
A. Examine ministerial culture and the culture of church ministry in general.
B. Identify the dangers that are unique to leaders in church ministry.
C. Explain common mistakes by leaders that are to be avoided in church ministry.
D. Apply truths relating to the general category of people management such as: hiring, motivation, leadership, communication, team building, conflict management, performance evaluation, and organizational change.

V. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings and lecture presentations

B. Course Requirements Checklist

After reading the Syllabus and Student Expectations, the student will complete the related checklist found in Module/Week 1.

C. Discussion Board Forums (4)

The student will participate in 4 Discussion Board Forums. Each forum consists of a thread with at least 4 paragraphs of at least 4 sentences each, and at least 2 replies, each with at least 2 paragraphs of at least 4 sentences each. Each thread must include at least 2 references.

D. Biblical Decision-Making Model

The student will write an 800–1000-word paper in current Turabian format that focuses on a biblical model for decision making. The paper must include at least 2 references in addition to the course textbooks and the Bible.

E. Personal Ministry Plan

The student will write a 1200–1500-word paper in current Turabian format that focuses on a personal ministry plan that specifically seeks to avoid the pitfalls stated in the assigned readings.

F. Interview

The student will write a 1000–1200-word paper in current Turabian format that focuses on a general summary of an interview with a person in full-time ministry. The student will compose a list of at least 10 questions regarding the interviewee’s approach to biblical decision making. The paper must include a critique as to the strengths and weaknesses of the interviewee’s model.

G. Exams (3)

Each exam will cover the Reading & Study material for the modules/weeks up through the module/week in which it is assigned. Each exam will be open-book/open-notes, contain 25 multiple-choice and true/false questions, and have a time limit of 35 minutes.

VI. COURSE GRADING AND POLICIES

A. Points

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points</th>
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<tbody>
<tr>
<td>Course Requirements Checklist</td>
<td>10</td>
</tr>
<tr>
<td>Discussion Board Forums (4 at 75 pts ea)</td>
<td>300</td>
</tr>
<tr>
<td>Biblical Decision-Making Model</td>
<td>100</td>
</tr>
<tr>
<td>Personal Ministry Plan</td>
<td>200</td>
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</tbody>
</table>
Interview 100
Exams (3 at 100 pts ea) 300
Total 1010

B. Scale
A = 900–1010  B = 800–899  C = 700–799  D = 600–699  F = 0–599

C. Late Assignment Policy
If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:

1. Late assignments submitted within one week of the due date will receive a 10% deduction.
2. Assignments submitted more than one week late will receive a 20% deduction.
3. Assignments submitted two weeks late or after the final date of the class will not be accepted.
4. Late Discussion Board threads or replies will not be accepted.

Special circumstances (e.g. death in the family, personal health issues) will be reviewed by the instructor on a case-by-case basis.

D. Extra Credit
No extra credit is available for this course.

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. Further information can be found at www.liberty.edu/disabilitysupport.
# COURSE SCHEDULE

**PLED 450**


<table>
<thead>
<tr>
<th>MODULE/WEEK</th>
<th>READING &amp; STUDY</th>
<th>ASSIGNMENTS</th>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Tripp: introduction–ch. 7 1 presentation</td>
<td>Course Requirements Checklist Questionnaire Class Introductions DB Forum 1 Thread</td>
<td>10 0 0 50</td>
</tr>
<tr>
<td>2</td>
<td>Tripp: chs. 8–11 1 presentation</td>
<td>DB Forum 1 Replies</td>
<td>25</td>
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<tr>
<td>3</td>
<td>Tripp: chs. 12–15 1 presentation</td>
<td>DB Forum 2 Thread Exam 1</td>
<td>50 100</td>
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<tr>
<td>4</td>
<td>Finzel: introduction–ch. 5 1 presentation</td>
<td>DB Forum 2 Replies Biblical Decision-Making Model</td>
<td>25 100</td>
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<tr>
<td>5</td>
<td>Finzel: chs. 6–10 1 presentation</td>
<td>DB Forum 3 Thread Personal Ministry Plan</td>
<td>50 200</td>
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<tr>
<td>6</td>
<td>Robbins: truths 1–21 1 presentation</td>
<td>DB Forum 3 Replies Exam 2</td>
<td>25 100</td>
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<tr>
<td>7</td>
<td>Robbins: truths 22–39 1 presentation</td>
<td>DB Forum 4 Thread Interview</td>
<td>50 100</td>
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<tr>
<td>8</td>
<td>Robbins: truths 40–59 1 presentation</td>
<td>DB Forum 4 Replies Exam 3</td>
<td>25 100</td>
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</table>

**TOTAL** 1010

LUC = Liberty University Custom  
DB = Discussion Board

**NOTE:** Each course module/week (except Module/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 module/week ends at 11:59 p.m. (ET) on **Friday**.