From a Scale 1-10 (1 = low demands; 5 = moderate demands; 10 = very demanding), How would you rate the overall level of difficulty of this course?

Level of demand = 10
This course can be taken with one additional course within an eight week format. The other course would need to be a course with a lower level of difficulty.

From a Scale 1-10 (1 = low demands; 5 = moderate demands; 10 = very demanding), How would you rate the level of the reading requirements in this course?

Level of demand = 8
The course is reading intensive, and it makes up the core of the curriculum. The following books are used in the course:


From a Scale 1-10 (1 = low demands; 5 = moderate demands; 10 = very demanding), How would you rate the level of the lecture requirements in this course?

Level of demand = 0
This course contains no lectures.

From a Scale 1-10 (1 = low demands; 5 = moderate demands; 10 = very demanding), How would you rate the level of the online exam requirements in this course?

Level of demand = 7
The final exam is an essay exam that comprises of five case studies. Each answer should be between 400-500 words. The exam counts for 10% of the grade.
From a Scale 1-10 (1 = low demands; 5 = moderate demands; 10 = very demanding), How would you rate the level of the discussion board requirements in this course?

Level of demand = 8
This course contains seven graded discussion board posts. The posts are 200-300 words in length, and include responses to two classmate posts. The discussion board posts count for 14% of the grade.

From a Scale 1-10 (1 = low demands; 5 = moderate demands; 10 = very demanding), How would you rate the level of the written paper requirements in this course?

Level of demand = 10
I. The written assignments are a major component of this class. They include a 3-5 page Pastoral Interview Paper, 10 page Ordination Document, Three 6-8 page book critiques, and 10 page Church Constitution and Bylaws. The description for these assignments can be found on the syllabus under COURSE REQUIREMENTS AND ASSIGNMENTS.

Additional comments:

None.
COURSE SYLLABUS

LIBERTY UNIVERSITY

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

The calling and responsibility of a man of God is one to be taken soberly. Careful attention should be paid to instruction that prepares a man of God for pastoral ministry.

II. PREREQUISITES

none

III. REQUIRED RESOURCE PURCHASES


IV. ADDITIONAL MATERIALS FOR LEARNING

A. Computer with basic video equipment
B. Internet access (broadband recommended)
C. Microsoft Word (Microsoft Office is available at a special discount to LU students.)
D. Recommended Textbook(s)

Craig Groeshal, Confessions of a Pastor, Multnomah

V. COURSE OBJECTIVES

Upon successful completion of this course, the student will be able to:
A. Describe the picture of what a pastor is to be and do in the ministry of the Church.
B. Identify his personal call to ministry.
C. Assess his qualifications for pastoral ministry.
D. Create documents necessary for applying for ordination.
E. Produce a plan for a healthy prayer life.
F. Begin a life of study.
G. Write strong, biblical sermons.
H. Write a church constitution.
I. Implement fresh ideas for leading and discipling people.
J. Apply principles from this course to actual church situations.

VI. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings

B. Discussion Board forums (7)
   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 to the threads of at least two classmates in discussion of the topic.

C. Pastoral Interview Paper
   The student will interview a pastor and write a paper in transcript style (3-5 pages in length) listing the questions and describing the pastor’s responses. This will be followed up by a ½ to one-page paper summary of what the student learned through the interview.

D. Five-Year Learning Plan
   The student will compile a list of 12 books and 100 Scripture verses to be mastered in the next five years. An explanation should be given for each selection. The paper must be 4–6 pages.

E. Ordination Document
   The student will prepare one document (minimum 10 pages) suitable to be used for his ordination. It should include a section regarding his call to pastoral ministry, evidence of fruitfulness in ministry and spiritual gifts, qualifications for ministry, and a doctrinal statement. Scripture references should be included to document personal beliefs. The student should provide an honest assessment of himself, and show an accurate understanding of major theological issues.
F. Book Critiques (3)
The student will read all assigned chapters of the three required textbooks and submit a well-written paper (6–8 pages) on each book. The student will summarize and evaluate the book and apply it to his own situation.

G. Church Constitution & Bylaws
The student will construct a church constitution and bylaws (minimum 10 pages) to be used in a real local church situation. The criteria for this assignment will be based on the outline of a sample constitution provided in the course.

H. Exam
The final exam consists of five case studies that will help the student apply what he learned in class. Each answer should be between 400–500 words long.

VII. COURSE GRADING AND POLICIES
A. Weight

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
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</thead>
<tbody>
<tr>
<td>Discussion Board forums (7 @ 2 % ea)</td>
<td>14 %</td>
</tr>
<tr>
<td>Pastoral Interview Paper</td>
<td>10 %</td>
</tr>
<tr>
<td>Five-Year Learning Plan</td>
<td>5 %</td>
</tr>
<tr>
<td>Ordination Document</td>
<td>15 %</td>
</tr>
<tr>
<td>Book Critiques (3 @ 10% ea)</td>
<td>30 %</td>
</tr>
<tr>
<td>Church Constitution &amp; Bylaws</td>
<td>16 %</td>
</tr>
<tr>
<td>Exam</td>
<td>10 %</td>
</tr>
</tbody>
</table>

**TOTAL**  100 %

B. Scale

A = 94–100   B = 86–93   C = 75–85   D = 68–74   F = 0–67

C. Academic Dishonesty
Cheating and/or academic dishonesty will be dealt with according to University policy, which is explained in the About Your Course area in Blackboard.

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

E. Disability Assistance
Students with a documented disability may contact the DLP Office of Disability Academic Support (ODAS) at dlpodas@liberty.edu to make arrangements for academic accommodations.
Courser Chart


<table>
<thead>
<tr>
<th>Week/Module</th>
<th>Reading &amp; Study</th>
<th>Learning Activities</th>
<th>Percent</th>
<th>Date Due</th>
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<tbody>
<tr>
<td>1</td>
<td>MacArthur chapters 1–4</td>
<td>Pastoral Interview Paper</td>
<td>10</td>
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<td></td>
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<td>DB forum 1</td>
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<td>2</td>
<td>Spurgeon chapters 1,15</td>
<td>begin Five-Year Learning Plan</td>
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<td>MacArthur chapters 5–6</td>
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<td>6</td>
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<td>Church Constitution &amp; Bylaws</td>
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<td>Criswell chapters 8,10–11</td>
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**Total** 100

DB = discussion board