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

CHMN 201
INTRODUCTION TO CHURCH MINISTRIES

COURSE DESCRIPTION
A practical study of Church Ministry with emphasis given to its biblical foundation, philosophy of ministry, and the various areas of ministry. The ministry is considered as a calling and a career.

RATIONALE
The Bible instructs the believer to not only obey the purpose for the believer’s existence (Matt. 28:18–20), but to fulfill this purpose in the local church (Eph. 4:12). Therefore, the believer should have a heightened value for the local church and thereby intelligently minister in it. This course is a practical study for the vocational ministry student as well as for the student who desires to be more informed of his/her role as a lay minister in the church. The student will, as never before, focus on the “big picture” of local church ministry and value all of its intricacies. Emphasis will also be put on unity, humility, selflessness, and purity in ministry.

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

IV. MEASURABLE LEARNING OUTCOMES
Upon successful completion of this course, the student will be able to:
A. Develop his/her philosophy of ministry.
B. Identify the major aspects of ministry as a career.
C. Integrate biblical and philosophical foundations with practice of ministry.
D. Apply the biblical foundations of ministry to leadership positions.
E. Assess his/her own abilities with respect to ministry and as a vocation.
F. Value the pastor’s role as a unique opportunity of service from an eternal perspective.

V. COURSE REQUIREMENTS AND ASSIGNMENTS

A. Textbook readings and lecture presentations

B. Course Requirements Checklist

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

C. Discussion Board Forums (2)

Discussion boards are collaborative learning experiences. Therefore, the student is required to provide a thread in response to the provided prompt for each forum. Each thread must be at least 300 words and demonstrate course-related knowledge. In addition to the thread, the student is required to reply to 1–2 other classmates’ threads. Each reply must be at least 200 words. (MLO: B, C, D, E, F)

D. Essentials of Ministry Paper

The student will write a 4–7-page paper discussing the essentials of ministry as defined by Earley and Gutierrez. The student will summarize the essentials provided in the text, identify his/her 2 greatest areas of weakness, and provide a specific and measurable plan for improvement. This paper must be submitted as a Microsoft Word document according to the style guide provided in the course. It must integrate at least 2 scholarly sources other than the course textbooks and the Bible. The paper must also include a title page and reference page, which do not count toward the overall length requirement of the paper. (MLO: C, D, E)

E. Philosophy of Ministry Paper

Assimilating the information from this course, the student will construct his/her own philosophy of ministry. This paper will consist of 4 sections totaling 6–8 pages of writing. Each section will be comprised of a minimum of 350 words, save for the introduction and conclusion, which will be made up of a minimum of 50. The student must integrate information from at least 2 scholarly sources not including the course textbooks or the Bible. The paper must be submitted as a Microsoft Word document according to the style guide. This paper must include a title page and reference page, but be aware that those do not count toward the overall length requirement of the paper. (MLO: A, D, F)

F. Exams (3)

The student will complete 3 exams throughout the duration of this course. Each exam will be open-book/open-notes, contain 45–50 multiple-choice and true/false questions and 1 essay question, and have a 1-hour and 15-minute time limit. Only 2 of the exams will include an essay question.

G. Final Exam

The student will complete 1 final exam in this course. This exam will be cumulative and will cover the Reading & Study materials assigned throughout the
course. The Final Exam will be open-book/open-notes, contain 100 multiple-choice and true/false questions, and have a 2-hour time limit. (MLO: C, D)

VI. **COURSE GRADING AND POLICIES**

**A. Points**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Requirements Checklist</td>
<td>10</td>
</tr>
<tr>
<td>Discussion Board Forums (1 at 150 pts and 1 at 100 pts)</td>
<td>250</td>
</tr>
<tr>
<td>Essentials of Ministry Paper</td>
<td>100</td>
</tr>
<tr>
<td>Philosophy of Ministry Paper</td>
<td>200</td>
</tr>
<tr>
<td>Exams (3 at 100 pts ea)</td>
<td>300</td>
</tr>
<tr>
<td>Final Exam</td>
<td>150</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1010</strong></td>
</tr>
</tbody>
</table>

**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 course 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. Disability Assistance**

Students with a documented disability may contact the 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

**CHMN 201**

Textbooks:  

<table>
<thead>
<tr>
<th>Module/Week</th>
<th>Reading &amp; Study</th>
<th>Assignments</th>
<th>Points</th>
</tr>
</thead>
</table>
| 1           | Gutierrez: *Think Like Jesus* (entire book)  
             | 2 presentations | Course Requirements Checklist  
             |                  | Contact Information Questionnaire  
             |                  | Class Introductions  
             |                  | Exam 1           | 10  
             |                  | Exam 2          | 100             |
| 2           | Earley & Gutierrez: chs. 1–10  
             | 2 presentations | Essentials of Ministry Paper | 100 |
| 3           | Earley & Gutierrez: chs. 11–20  
             | 2 presentations |  |  |
| 4           | Gutierrez: *Be Encouraged* chs. 1–20  
             | Spiritual Gifts Analysis  
             | 2 presentations | DB Forum 1 | 150 |
| 5           | Earley & Gutierrez: chs. 21–26  
             | 2 presentations | Exam 3 | 100 |
| 6           | Gutierrez: *Be Encouraged* chs. 21–40  
             | 2 presentations | DB Forum 2 | 100 |
| 7           | 2 presentations  
             | 1 website | Philosophy of Ministry Paper | 200 |
| 8           | Earley & Gutierrez: chs. 27–31  
             | 2 presentations | Final Exam | 150 |

**Total**: 1010

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.