

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.**

MOODY DISTANCE LEARNING

Course Number, Name, and Credit Hours

PS-3342 Ministry Leadership and Staff Relationships, 3 credit hours

Course Description

This course includes a study of the principles of effective leadership and administration for church-based ministries. It integrates biblical principles for church leadership with principles of organizational communication and management. Attention will be given to the dynamics of ministering in a congregational setting where there are multiple staff members. It will discuss the nature and techniques of successful ministry in such a context. *There are no prerequisites required for this course.*

Course Goals

In this course you will:

- Understand and embrace the responsibilities of the leaders of a church or organized ministry
- Discern the relationship and communication needed between leaders, staff, boards, and volunteers
- Understand some of the strategy a leader can use to promote unity, experience success and growth, and achieve strong synergy

Course Objectives

By the completion of this course you should be able to:

1. State what the Bible says about the purposes of the church and the Christian mission, and what that looks like in today's world
2. Explain the related functions of the leader, leadership team, staff, board, and volunteers of a church or para-church ministry
3. Lead or serve on the staff or board of a church or ministry with excellence and unity
4. Evaluate a ministry and its components and be able to prescribe changes where there are dysfunctions
5. Identify what role you could best fulfill in a church or other ministry

Course Textbook(s) and/or Supplemental Information

Required textbooks for all Moody Online classes can be found on the [Required Textbooks](#) section of the Moody website.

Assignments

All assignments are due according to the schedule listed on the Course Schedule.

1. **READING AND DISCUSSION BOARD PARTICIPATION:**

The completion of the course reading is an important part of the course. You are expected to complete the reading prior to class for discussion purposes. You will be required to submit a reading report at the end of each week.

Attendance is also expected. You must maintain a significant presence in the discussion board. Please refer to the discussion board rubric included in the Documents section of this

course for more information on how your participation in the discussion board will be assessed.

2. **QUIZZES ON VIDEOS AND LESSON:**

Starting on Week 2, there will be a short quiz on assigned videos and on some lesson material not specifically mentioned on the video, but your responses will be from your own heart or the study.

3. **ASSIGNMENTS:**

a. **Assignment 1: The Pastor**

- i. Think of today's U.S. cultures – Why does a church need a pastor? Could each congregation select leaders who take turns ministering to the rest of the people?
- ii. Find five verses with commands directed to pastors about their church work. Prioritize by your own reason.

b. **Assignment 2: The Church Board**

- i. Explain briefly three of the most common ways the main board of a church is chosen or elected.

c. **Assignment 3: Scheduling**

- i. Arguing against the regular use of a Master Schedule for a regular work week, someone told me, "You are allowing no room for the Holy Spirit." What should I have said in reply? (150-250 words)

d. **Assignment 4: Senior Pastor Interview**

- i. Interview a senior pastor who works with at least two other pastors.

e. **Assignment 5: Church Government**

- i. In 1-2 pages, doubled-spaced, describe the three main kinds of church government- Episcopal, Presbyterian, and Congregational.

f. **Assignment 6: Communication**

- i. Write a list of practical ways of communication from pastor to congregation as related to forming a positive mood and renewing the ongoing vision and DNA for a church of 200-400.

Note: Any paper or assignment question to be written is to be 1-2 pages, double-spaced, and should have your name and assignment number at the top of each page rather than on a separate title page.

4. **FINAL EXAM:**

The Final Exam questions are based on the notes that go with this course, the videos, and the Discussion Board posts by the teacher. You will take the Final Exam at the end of **Week 8**.

Assessments

Your grade for this course will consist of:

Reading & Discussion Board Participation	20%
Quizzes	20%
Assignment 1	10%
Assignment 2	5%

Assignment 3	5%
Assignment 4	15%
Assignment 5	5%
Assignment 6	5%
Final Exam	15%
	100%

Letter grades are determined by the following scale:

Letter Grade	Percentage Equivalent	Letter Grade	Percentage Equivalent
A	96% or higher	C	73 - 76.9%
A-	90 - 95.9%	C-	70 - 72.9%
B+	87 - 89.9%	D+	67 - 69.9%
B	83 - 86.9%	D	63- 66.9%
B-	80 - 82.9%	D-	60 - 62.9%
C+	77 - 79.9%	F	Below 60%

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