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CL 613 Equipping the Laity

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[Class will start at 9:00 am on Monday. We'll negotiate other options, then.]

Course Syllabus: July 2002

Asbury Theological Seminary—FLORIDA

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DRAFT COPY (6.13.02)

CL613: Equipping the Laity
(unpaid servants/ministers)

This course will lay the foundation for a lay revolution within and beyond the local church. Using Ephesians 4 as our base, we will flesh out the paradigm of pastor as equipper/coach and laity as unpaid servants engaged in the work of the ministry....The delineation between laity and clergy will be minimized in favor of a model emphasizing the ministry of the whole people of God. We will address such issues as assimilation, leadership development and discipling disciplers.

ASSIGNMENTS TO COMPLETE BEFORE THE FIRST SESSION.

Readings:

- 1. *Building a Church of Small Groups*** by Donahue & Robinson (Zondervan, 2001, 219 pages)
- 2. *The Equipping Church*** by Sue Mallory (Zondervan, 2001, 203 pages)
- 3. *Network—Leaders Manual*** (Zondervan. 1994, 235 pages)
- 4. *Be Our Guest*** by Disney Institute (2001,195 pages)
- 5. *Ephesians 4-5***
- 6. Two on-line articles** about "equipping and empowering volunteers."
- 7. Search out information about Saddleback Church's **S.H.A.P.E. materials**, on-line**

Writing: [Each of the following assignments are due 8:30 am July 8.]

For each text (# 1-4): (25 points each)

Write a 4-MAT Reading Report (adapted from Bernice McCarthy). Each paper will be NO MORE than **3 pages long**, and include the following 5 sections (in this order):

- a. (2 pts.) The title, author, publisher, date (or issue), in proper bibliographic form.
- b. (5 pts.) In **one paragraph** (1/2 page or less) write a tight and clear summary or abstract, as if you were the author (no bullets or lists). Write in **first person**. Prove that you understand the topic. Tell us what you want us to know.
- c. (10 pts.) Connect the reading to your own **past or present** experience. (What personal story or life experience does the reading spark in you?)
- d. (3 pts.) Reflection questions: what questions arise, do you agree/disagree, what more information do you wish you had?
- e. (5 pts.) What action, beyond praying, thinking, reading and reflecting must you now take because of the reading? [Does it mean changing a habit, making a phone call, making an accountability covenant?]

For Ephesians 4-5 (#5): (15 points)

Outline Chapter 4:1-5:21

- a. (7 pts.) Use main headings and sub-divisions as you see fit.
- b. (4 pts.) List those particular verses or phrases that refer to *life in community*.
- c. (4 pts.) List those phrases that refer to *the Holy Spirit's work or role*.

For the Two On-line Articles and the S.H.A.P.E. material (#6 & #7): (25 points each)

For each reading write a **1-2 page** paper as follows:

- a. (2 pts.) Write out the proper bibliographic material.
- b. (5 pts) In one paragraph (**max. 1/3 page**) write a summary of the article.
- c. (8 pts.) In one paragraph (**max. 3/4 page**) relate the article to your personal experience.
- d. (10 pts.) In one paragraph (**max. 1/2 page**) tell how this article speaks to your understanding of Ephesians 4.

COURSE OBJECTIVES

As a result of this experience, we will:

1. Explore the key images of the Christian church and what image or model we personally prefer. We will also examine ministry styles within each of the models.
2. Examine the practice of biblical hospitality that models God's welcoming grace through assimilation.
3. Learn how to create a permission-giving culture where all people are released for their God-designed ministry.
4. Create a system for identifying, recruiting, placing, training, tracking and multiplying unpaid servants.
5. Develop basic tools for developing disciplers of disciples, the best hope for creating self-perpetuating lay ministry development.
6. Strategize how to lead the lay ministry innovations through the stages of conflict and change that will be required.

CLASS AND ASSIGNMENT GUIDELINES

- a. Writing **clearly and concisely is an important measure of graduate study**. Therefore, all papers will be examined for proper grammar, spelling, "graduate-level writing quality," etc.
Also, writing submitted for this class must be within the maximum defined length, typed, double-spaced, documented (using an official form of documentation) when drawing from readings or class notes, and use 12-point type.
- b. **Inclusive language is expected** when referring to human beings in writing and speaking.
- c. **Include your name and student ID number on each assignment**. I want to make sure you get credit for your work.
- d. ***Late work:*** Assignments turned in late, without the professor's prior approval, will have the grade lowered 20 %. Grades will NOT be our focus but promptly completing assignments keeps you growing with the class.
- e. ***Using the Internet:*** Please send assignments as attachments in MSWord or MSEXcel.
- f. ***Class Attendance:*** Total attendance and group participation is expected.

OTHER ASSIGNMENTS

This class will include some lecture/discussion time—usually each morning. Most of the remaining hours of the week, plus the remaining weeks of July, will consist of your team creating a publishable unpaid-servant’s equipping module.

1. **TEAM PROJECT:** (200 points—25 points each section) You will be placed in a team for the course. Your team will create a major discipling project (a module of the class discipling/equipping system). It will be due by **July 31** in both **hard-copy** and on **3.5” disk**. Details for this project will be fleshed out the first two days of class. It will include:
 - a. Excellence of content and materials;
 - b. Biblical/theological soundness;
 - c. Use of media (printed, video, CD, etc.);
 - d. Fit within the Class Equipping System;
 - e. Materials provided for Instructors/Facilitators;
 - f. Materials provided for Students;
 - g. Use of various group sizes (planned flexibility);
 - h. Transferability of module.

2. **TEAM PRESENTATION:** (50 points—10 points each section) Your team will make a class presentation on **Friday (July 12)** of the progress you have made on your Team Project. It will include:
 - a. What you’ve accomplished thus far;
 - b. A description of each team-member’s role;
 - c. What you have left remaining to complete;
 - d. Your completion plan;
 - e. Evaluation by your coach.

GRADING PLAN

You will receive individual grades on the writings. Each person on the team will receive the same grade for the Team Project and the Team Presentation.

Text 4-MATS (25 X 4)	100 points	<u>Grading Scale</u>
Ephesians 4-5	15	
On-line reports (25 X 2)	50	440-406 = A (92%+)
S.H.A.P.E. report	25	405-362 = B (82%+)
Team Presentation	50	361-318 = C (72%+)
Team Project	200	317-272 = D (62%+)
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TOTAL	440 points	

TENTATIVE COURSE OUTLINE

[We will finalize the week's schedule together in our teams, as we design our Equipping System.]

	<i>Session 1</i>	Lunch	<i>Session 2</i>	
<i>Monday</i>	-Intro video -Layout Class plan (groups assigned) -Examine biblical models— Jesus model -Purpose/Basics of equipping system -Grace-filled assimilation	-Groups get acquaint.	-Create system model & generic church -Class model in place—work assigned -Take 3 profiles and share in groups	Evening
	<i>Session 3</i>	Lunch	<i>Session 4</i>	
<i>Tuesday</i>	-Examine Learning styles & moral development -Questions -Group work	-Mix-up Break	-Groups do initial design of module	Evening
	<i>Session 5</i>	Lunch	<i>Session 6</i>	
<i>Wednesday</i>	-Coaches/Equippers -Small group/team models -Using multiple group sizes -Group work	-Group lunch	-Group work	Evening
	<i>Session 7</i>	Lunch	<i>Session 8</i>	
<i>Thursday</i>	-Problem solving -Creating an atmosphere of "ministry."	Individual Lunch	-Group Work -Strategize remainder of project for completion by July 31.	Evening
	<i>Session 9</i>	Lunch	<i>Session 10</i>	
<i>Friday</i>	-Group presentations	12:30- Optional Devotions	Group presentations (as needed)	