



ASSEMBLIES OF GOD THEOLOGICAL SEMINARY
Evangel University
“Shaping Servant Leaders”

PTH 512 Caring for the Congregation	Gary R. Allen, D.Min.
3 Credit Hours	Cell: (417) 860-5116
Summer 2018	Adjunct Faculty
Seated sessions May 7,8 (8am-5pm), 9(8am-Noon)	gallen@ag.org
AGTS Room 225	Office hours: Contact Instructor
<p>Required Texts:</p> <p>Anderson, Leith & Jill Fox, <i>Volunteering: A Guide to Serving in the Body of Christ</i>. Grand Rapids, MI: Zondervan, 2015, 112 pages. (ISBN-13: 978-0310519171)</p> <p>_____, <i>The Volunteer Church: Mobilizing Your Congregation for Growth and Effectiveness</i>. Grand Rapids, MI: Zondervan, 2015, 160 pages. (ISBN-13: 978-0310519157)</p> <p>Croft, Brian, <i>Oversee God's People: Shepherding the Flock Through Administration and Delegation</i>. Grand Rapids, MI: Zondervan, 2015, 128 pages. (ISBN-13: 978-0310519317)</p> <p>_____, <i>Prepare Them to Shepherd: Test, Train, Affirm, and Send the Next Generation of Pastors</i>. Grand Rapids, MI: Zondervan, 2014, 112 pages. (ISBN-13: 978-0310517160)</p> <p>_____, <i>Visit the Sick: Ministering God's Grace in Times of Illness</i>. Grand Rapids, MI: Zondervan, 2014, 96 pages. (ISBN-13: 978-0310517146)</p> <p>Doehring, Carrie, <i>The Practices of Pastoral Care: A Postmodern Approach</i>. Louisville, KY: Westminster, John Knox Press, 2015, 232 pages. (ISBN-13: 978-0664226848)</p> <p>Johnson, W. Brad and Johnson, William L., <i>The Pastor's Guide to Psychological Disorders and Treatments</i>. New York, NY: The Haworth Pastoral Press, 2000, 240 pages. (ISBN-13: 978-0415712453)</p> <p>Keller, Timothy (with Kathy Keller), <i>The Meaning of Marriage: Facing the Complexities of Commitment with the Wisdom of God</i>. New York, NY: Dutton (The Penguin Group), 2011, 352 pages. (ISBN-13: 978-1594631870)</p> <p>Tautges, Paul, <i>Comfort the Grieving: Ministering God's Grace in Times of Loss</i>. Grand Rapids, MI: Zondervan, 2015, 128 pages. (ISBN-13: 978-0310519331)</p> <p>Journal Articles:</p> <p><i>Enrichment: A Journal for Pentecostal Ministry</i>. From Hurt to Healing: Pastoral Care and Counseling Part I. Vol. 15 No. 3, Summer 2010: pages 19-96.</p> <p><i>Enrichment: A Journal for Pentecostal Ministry</i>. From Hurt to Healing: Pastoral Care & Counseling Part 2, Fall 2010, pages 28-115.</p> <p><i>Enrichment: A Journal for Pentecostal Ministry</i>. Compassion Ministry: Expressing the Heart of God, Winter 2012 pages 32-93.</p>	

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Recommended Resources:

Anderson, Neil T., Zuehlke, Terry E., Zuehlke, Julianne S., *Christ Centered Therapy*, Grand Rapids, MI: Zondervan, 2000.

Fowler, James, *Faith Development and Pastoral Care*, Philadelphia, PA: Fortress Press, 1987.

Goodall, Wayde, *Marriage and Family*, Springfield, MO: Faith and Action, 2006.

Goodall, Wayde & Rosalyn, *Principles of Counseling*, Springfield, MO: Africa's Hope, 2015.

Patton, John, *Pastoral Care, An Essential Guide*, Nashville, TN: Abingdon Press, 2005.

Scazzero, Peter, *The Emotionally Healthy Church* (updated and expanded), Grand Rapids, MI: Zondervan, 2010.

Tan, Siang-Yang, *Counseling and Psychotherapy, A Christian Perspective*, Grand Rapids, MI, Baker Academic, 2011.

EVANGEL UNIVERSITY MISSION:

Evangel University is a comprehensive Christian university committed to excellence in educating and equipping students to become Spirit-empowered servants of God who impact the Church and society globally.

AGTS MISSION:

Shaping servant leaders with the knowledge, skills and passions to revitalize the church and evangelize the world in the power of the Spirit.

COURSE DESCRIPTION

Equip the church to provide the resources needed for meeting the spiritual, personal, emotional, and crisis needs of the congregation. Special emphasis will be given to networking with the local resources of the community.

COURSE PREREQUISITES:

No prerequisite course required.

COURSE PURPOSE:

As noted in the course description, this course will assist students in the essential elements of pastoral care in a local ministry context.

COURSE REQUIREMENTS:

BASIC TECHNOLOGY, COMMUNICATION, AND READING REQUIREMENTS

Although this course is conducted as a seated course, it will also be enhanced for online learners, and will use COURSE COMMONS for submitting assignments.

- *All assignments are due on the date and time specified on the Course Outline and the assignment drop boxes in COURSE COMMONS.*

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- All students are expected to communicate with the instructor any concerns, technical difficulties, and/or questions they may have via email, phone call, or face-to-face appointment.
- Students are expected to have daily access to:
 - A computer
 - The Internet
 - Evangel Email
- All assignments need to be submitted Microsoft Word format.
 - File extension: .docx or .doc format
 - Campus computer labs have Microsoft Office 2013 or Office 2016 installed.
 - The latest version of Office is available for your personal machine. It can be downloaded by following the instructions at: <https://help.evangel.edu/hc/en-us/articles/201759875-How-Do-I-Get-Microsoft-Office-for-free->
- Unless otherwise directed by your instructor, all assignments will be submitted to drop boxes on COURSE COMMONS (for more on COURSE COMMONS see below).

ATTENDANCE:

Since this is a hybrid course, including seated and online learning, attendance will be determined by the student's participation in the class sessions and the online assignments.

COURSE OUTCOMES:

Course Learning Outcomes: Upon completion of this course, the student will be able to:	Program Learning Outcomes	EU20	Faith, Work & Economics Integration
1. Develop a healthy plan for congregational care for his/her ministry.	MPL 1a,b,2c,3a,b,c	C1,2,3 E2,3,4 I1,5 G1,2,5	Outcomes 1,5
2. Develop a para-professional "Congregational Care" plan for ministry settings that addresses areas of: pre-marriage, marriage and family needs (healthy programs), para-professional counseling, i.e., networking with community professional counseling programs, crisis and trauma counseling, hospital and medical lay-counseling (lay chaplain and holistic health).	MPL 1a,b,2c,3a,b,c	C1,2,3 E2,3,4 I1,5 G1,2,5	Outcomes 1,5

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3. Create a demographic of his/her church & community that involves the unique people groups, cultures, family dynamics (traditional couples, single parents, blended families, different cultures, median age, income, and employment opportunities.	MPL 1a,b,2c,3a,b,c	C1,2,3 E2,3,4 I1,5 G1,2,5	Outcomes 1,5
4. Design an intervention program that addresses the abused, poor, addicted, and critical needs of their church & community in a biblically sound and developmentally sustainable way.	MPL 1a,b,2c,3a,b,c	C1,2,3 E2,3,4 I1,5 G1,2,5	Outcomes 1,5
5. Identify a person in significant psychological distress from abuse, trauma, crisis, or etc. and determine the timing of when, whom, and how to refer such a person for intensive intervention.	MPL 1a,b,2c,3a,b,c	C1,2,3 E2,3,4 I1,5 G1,2,5	Outcomes 1,5

COURSE ASSIGNMENTS:

All assignments have specific due dates that are listed on the attached course outline. **Unless otherwise directed by the instructor, all assignments are submitted to the Course Commons.**

1. Assignment 1 – Classroom Discussion

a. Attend all face-to-face class sessions and be prepared to discuss the topics raised by the course instructor.

2. Assignment 2 – Course Discussion Forums (CDF)

a. Complete each of the CDFs on the due dates noted in the course outline.

3. Assignment 3 – Final Project

a. Submit a 15-20 pages summative project paper for the course that includes each of the following elements:

- i. Summarize a strategic plan for caring for congregational needs (in addition to discipleship, evangelism, and worship services). I.e., what do you feel are important areas that address the various needs of a congregation and how will you implement your strategy to address these areas of need? (3 to 5 pages)**
- ii. Develop a Para-professional “Congregational Care” plan for ministry settings that addresses areas of: pre-marriage, marriage and family needs (healthy programs), Para-professional counseling, i.e., networking with community professional counseling programs, crisis and trauma counseling, hospital and medical lay-counseling (lay chaplain and holistic health) i.e., spiritual, emotional, physical, relational, intellectual, as**

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- well as how to network with community professionals in areas that involve pastoral care. (3 to 5 pages)
- iii. Create a demographic of your community that involves the unique people groups, cultures, family dynamics (traditional couples, single parents, blended families, different cultures, median age, income, and employment opportunities. This will assist you in creating a congregational care program for persons in your community that addresses the various family dynamics issues of that community. If you are not in ministry, you can develop a demographic of the city that you reside in. (3 to 5 pages)
 - iv. Design an intervention program that addresses the abused, poor, addicted, and critical needs of their community in a biblically sound and developmentally sustainable way. Including: networking with various Para-church ministries (i.e., examples: Convoy of Hope, Samaritans Purse, World Vision, rescue missions, Teen Challenge, etc.) (3 to 5 pages)
 - v. Know the indicators of how to identify a person in significant psychological distress, abuse, trauma, or crisis and determine the timing of when, whom, and how to refer such a person for intensive intervention. (3 to 5 pages)

All written work should reflect master's level work. Papers should be double spaced, with 1 inch margins, using a 12pt Times New Roman font (Turabian or APA format). You will be graded on writing skill as well as content, so edit your work.

ASSESSMENT:

All assignments will be assessed using the grading and weighting scales noted below.

GRADING SCALE

A	94 to 100%	C	74 to 76%
A-	90 to 93%	C-	70 to 73%
B+	87 to 90%	D+	67 to 70%
B	84 to 86%	D	64 to 66%
B-	80 to 83%	D-	60 to 63%
C+	77 to 80%	F	0 to 59%

GRADING POLICY

<i>Total Points Possible:</i>		
Category	Points	Percentage
Reading	300	30
Course Discussion Forums	300	30
Summative Project	400	40
Total	1,000	100

Students should retain a copy of all work submitted, until they have received a grade for this work.

Students are expected to complete all course work in a timely fashion as specified in this syllabus. A grade of IP (In Process) will be issued if the course ends after the AGTS semester ends. A grade of I (Incomplete) may be granted at the discretion of the professor for extenuating circumstances upon the presentation of the Incomplete Grade Request form: <http://agts.edu/current-students/administrative-forms/>.

The approved Incomplete request will extend the due date for up to ninety days and may include a grade reduction. Students may not register for courses in a new term if carrying more than two IP or I grades.

ACADEMIC INTEGRITY:

As people of Christ, members of the broader academic community, and future professionals, it is incumbent upon every member of the AGTS-Evangel community to employ and encourage integrity in all our academic and professional pursuits. Any and every instance of academic dishonesty compromises the mission of AGTS-Evangel and violates the standards we hold as people of Christ and practitioners within our professional fields. Students are expected to understand and avoid all forms of academic dishonesty, which includes falsification, cheating, collusion, and plagiarism.

It is the responsibility of the faculty to address any and all acts of academic dishonesty. Sanctions for violations of academic dishonesty can include but are not limited to a failing grade on an assignment, a failing grade for the course, suspension from school, or expulsion from the university. AGTS-Evangel's policy on academic integrity, as published in the Student Handbook, appears in Section VIII. University Policies: Academic Integrity.

DISABILITY ACCOMMODATIONS:

AGTS-Evangel is committed to equal educational opportunities for students with disabilities in accordance with Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act as amended (ADA). Academic Support, a division of the Center for Student Success, is the office designated by AGTS-Evangel to review disability documentation, determine reasonable accommodations, and develop plans for the provision of such accommodations.

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If you have already established accommodations through Academic Support and receive accommodation memos, please meet with me to discuss the provisions of those accommodations as soon as possible (accommodations are not retroactive). If you have not yet established accommodations, but have a disability or health condition (permanent or temporary) that may have some impact on your work in this class and for which you may require accommodations, you are welcome to contact Academic Support staff in the Center for Student Success (ZM-208; 417-865-2815 x.8215) so that accommodations can be arranged. See the Disability and Academic Accommodations Handbook for further information on the accommodations process.

COURSE OUTLINE

Dates	Lesson	Activity	Due	Points
Module 1 May 7-9, 2018	Course Overview Initial Content	Lecture and Discussion		
Module 2 May 13-19, 2018	Pastoral Care Praxis	Reading, Media, & CDF Posting	Sat., May 19, 11:59PM	47.5
Module 3 May 20-26, 2018	Pastoral Care Praxis	Reading, Media, & CDF Posting	Sat., May 26, 11:59PM	42.5
Module 4 May 27 – June 2, 2018	Care & Counseling	Reading, Media, & CDF Posting	Sat. June 2, 11:59PM	27.5
Module 5 June 3-9, 2018	Care & Counseling	Reading, Media, & CDF Posting	Sat. June 9, 11:59PM	30
Module 6 June 10-16, 2018	Preparing Shepherds	Reading & CDF Posting	Sat. June 16, 11:59PM	62.5
Module 7 June 17-23, 2018	Compassion Ministry	Reading, Media, & CDF Posting	Sat. June 23, 11:59PM	62.5
Module 8 June 24-30, 2018	Treatment Issues	Reading, Media, & CDF Posting	Sat. June 30, 11:59PM	65
Module 9 July 1-7, 2018	Treatment Issues	Reading & CDF Posting	Sat. July 7, 11:59PM	67.5
Module 10 July 8-14, 2018	Meaning of Marriage	Reading, Media, & CDF Posting	Sat. July 14, 11:59PM	70
Module 11 July 15-21, 2018	Meaning of Marriage	Reading, Media, & CDF Posting	Sat. July 21, 11:59PM	47.5
Module 12 July 22-28, 2018	Volunteer Issues	Reading, Media, & CDF Posting	Sat. July 28, 11:59PM	82.5
Module 13 July 29 – Aug. 4, 2018	Summative Project Outline	Research & Writing	Sat. Aug. 4, 11:59PM	
Module 14 Aug. 5-11, 2018	Summative Project	Final Project	Sat. Aug. 11, 11:59PM	400

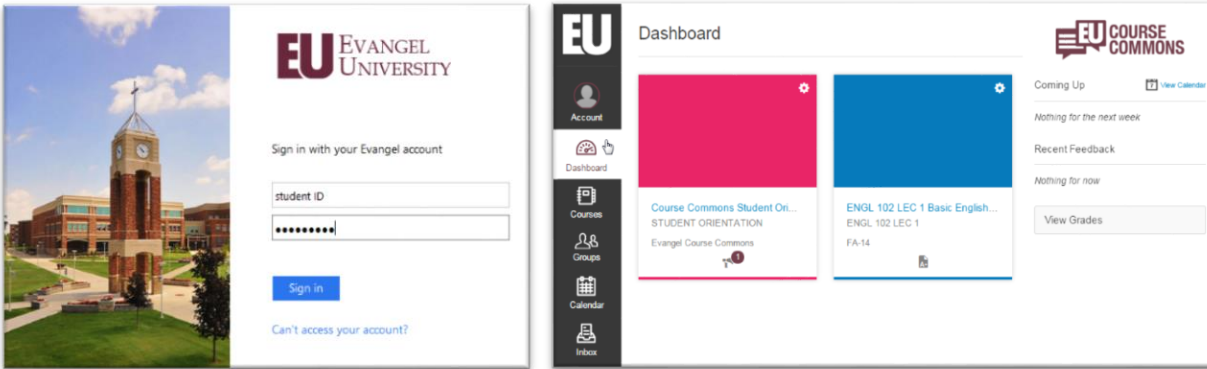
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Course Commons

This course will use Course Commons, Evangel's learning management system. There are links to Course Commons in the Student Portal and the Evangel

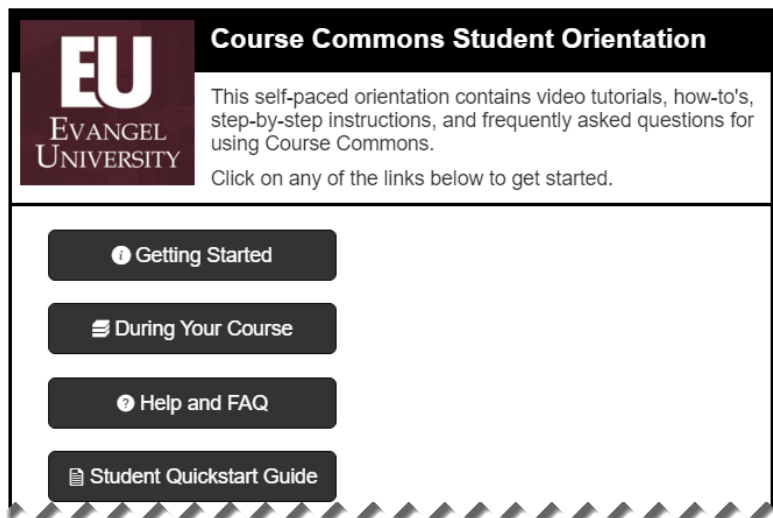


website. The login page for Course Commons is <https://courses.evangel.com/>.

Use your Evangel username and password to login.

Course Commons Student Orientation

All Evangel students have access to the [Course Commons Student Orientation](#). If you are new to Course Commons, you are encouraged to take advantage of this excellent resource. As part of your course preparation, this will help you make the most of the features that are available to you as a student.



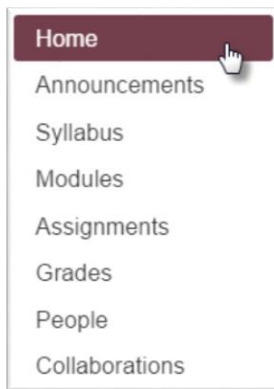
Accessing the Course in Course Commons

Access your courses list by clicking on the Courses icon on the Global Navigation menu on the left of the screen. You can also click on the course card on the Dashboard.

To customize your Courses list, see the following Help Guide: [How do I customize my Courses list?](#)

Students will have access to this course in Course Commons seven (7) days before the official beginning of the semester. Students have until seven (7) days after the semester begins to complete financial registration. If financial registration is not completed by the seventh day, course access will be revoked.

After the end of the semester, students will have read-only access to the course through Course Commons. Only access to already submitted work, course resources and grades will be available.



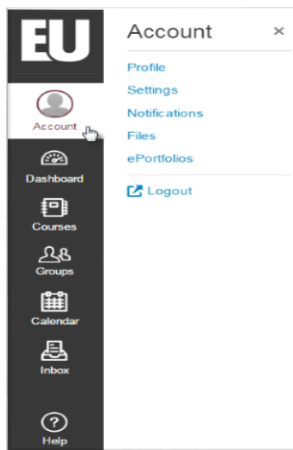
Accessing Course Content in Course Commons

The professor controls the availability of course content and features. Some items may be unavailable until a date set by the professor.

You can navigate the course content and features using the Course Navigation menu on the left. This menu can be customized by the professor, so it may differ from course to course, depending on what features the professor has chosen to make available.

You can collapse the Course Navigation menu to focus on the page content. Click on the menu icon in the upper left (which looks like 3 lines). You can expand the menu by clicking on the menu icon again.

All course content (syllabus, modules, course materials, assignments, online quizzes, online discussions, grades, etc.) can be accessed using the links in the Course Navigation menu.



Personal Settings in Course Commons

Students can adjust their personal settings in Course Commons. Click on the Account icon to access the Account menu.

On the **Profile** page, you can add a profile picture to your account. You can also edit your display name, which will show to your instructor and peers throughout Course Commons.

The **Settings** link allows you to add additional contact methods (personal email or cell phone number for text message alerts) to your account. You can also add external services, like Twitter, Skype or Google Drive.

The **Notifications** link allows you to customize *what* notifications you receive from Course Commons and *how* and *when* you receive them. This is a student-centered feature that allows you to optimize your notifications to help you stay connected to what is happening in all your courses.

For more information, see the following pages in the Course Commons Student Orientation: [How to Update your Profile and Settings](#) and [How to Update Your Notifications Preferences](#).

Accessing Grades in Course Commons

All course grades will be recorded and shown through Course Commons. Simply click the “Grades” button on the lower right of the Dashboard to access your grades for all courses. You can also use the Grades link in the Course Navigation to access your grades for this course.

For more information on how to check your grades and what you can do from the Grades page, see the following page from the Course Commons Student Orientation: [How to Check My Grades](#).

How to Get Help with Course Commons

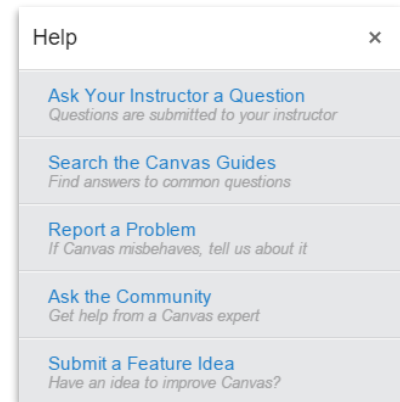
Help is never more than a few clicks away! You can access the Help menu from any page in Course Commons.

Click on the Help icon in the lower left corner of the screen. Because the Course Commons is powered by the Canvas

Learning Management System, all help guides and helpdesk tickets will reference Canvas.

From the Help menu, you can send a message to your instructor, search the Canvas Help Guides, or report a problem.

You can browse and search the Help Guides using the following link:
<https://community.canvaslms.com/community/answers/guides/>.



Course Commons Troubleshooting

Do you have a question about a quiz, an assignment, or another item in the course? Contact your professor.

Are you having technical problems with Course Commons? Click the Help icon, click “Report a Problem” and complete the form to file a ticket for a personal response from the support team. Please be sure to include a thorough description of the problem.

Are you having trouble with your Evangel account (username and password)?

Contact the IT Helpdesk at 417-865-2815 ext. 8368 (phone),

helpdesk@evangel.edu (email), or help.evangel.edu.

SPECIFIC DATA

Prepared by Dr. Gary R. Allen, March 2018.