



**Bachelor of Ministry, Bachelor of Theology and Related Programs
Master of Divinity and Related Programs**

PC442/D and PC642/D Congregational Field Education

Semester 2, 2017

Malyon College
is an approved institution of the
Australian College of Theology

PC442/642/D are offered by Malyon College as part of the Bachelor of Ministry, Bachelor of Theology and Related Programs and Master of Divinity and Related Programs authorized for distance and contact delivery by the college, which is an accredited award of the Australian College of Theology (ACT).

MALYON COLLEGE

At Malyon we recognise that the world is changing. These are times of great challenge and opportunity. Our commitment is to raising up a generation of influential Christians who have a strong biblical base, skills in leadership and ministry, and a heart for God.

We have been training Christian leaders for over 100 years, and we've learnt a few things about theological training. Our graduates are serving all over the world as pastors, cross-cultural workers, workplace leaders, chaplains, church leaders and theological faculty.

Malyon offers full-time and part-time study options through lecture, intensive and distance modes. We have excellent resources for students including a large library, wireless internet and 24 hour access to the campus. All our awards are accredited through the Australian College of Theology.

The Australian College of Theology

The ACT was established under the auspices of the General Synod of the Anglican Church of Australia in 1891. The ACT is a company limited by guarantee governed by a nine-member Board of Directors. The Anglican Primate of Australia presides as the chairman of meetings of the company which consists of 54 persons (in 2010). The ACT is an Australasian provider of state accredited higher education courses leading to awards in theology and other disciplines related to Christian ministry. The ACT operates as an ecumenical consortium of some 2,500 students enrolled in 19 Bible and theological colleges approved to teach the awards of the ACT. These awards range from two-year diplomas, three-year undergraduate and coursework masters degrees to masters and doctoral research degrees.

The ACT has a centrally devised and managed curriculum and a quality assurance process that are applied across the whole network of affiliated colleges. The day-to-day educational system is managed by the Dean from the ACT office in Sydney. Academic governance is the responsibility of the Academic Board which oversees all academic activities of the College. The standing committees of the Academic Board share this responsibility by monitoring the quality of delivery and resourcing, developing policy, and reviewing the course structure for research, coursework and diploma courses. The membership of the Academic Board and its committees is comprised mostly of faculty members of affiliated colleges. A number of senior university academics are represented to help ensure that ACT practice (especially in the outcome of the consideration of research examiner's reports and general academic policy) remains comparable with the standards of and best practice in the university sector.

As a HEP under the Higher Education Support Act, the College was required to undergo a quality audit conducted by the Australian Universities Quality Agency (AUQA). The AUQA Audit Report was publicly released on the AUQA website in February 2007.

In 2010 the company consists of 54 members composed in the following way:

- (1) the Anglican Primate of Australian and the Dean of the ACT,
- (2) the principals of 10 Anglican Theological Colleges,
- (3) 21 persons elected by the House of Bishops of the General Synod,
- (4) the principals of 11 affiliated colleges approved to deliver the research degrees of the ACT,
- (5) 5 graduates holding an ACT research degree,
- (6) 5 graduates holding any other degree of the ACT.

UNIT DETAILS

Unit Description

This is an advanced unit in the Field of Pastoral Studies. Field Education provides the opportunity for students to integrate theory with practice. Students will undertake field education in local church settings. The college therefore is involved in training and accrediting pastors and lay mentors to supervise student field based learning and to ascertain competence in ministry functions using Malyon's Field Education Manual.

Credit Points

This unit is valued at 4 credit points.

Co- and Pre-Requisites

None

Exclusions

Candidates may take two only of units PC442-444 and DM440-442

Unit Content

The unit is made up of the following sections and sub-sections:

1. College-based section

See lecture program

2. Distance Students

Students are expected to read all lecture notes and associated resource materials provided on Moodle each week AND complete the Module Forum for each week.

3. Field-based section

Six ministry experiences selected from the Malyon College Field Education Manual.

Two ministry observations in which the student will seek to learn valuable practical ministry lessons by thoughtfully observing the conduct of others in ministry.

Note: a total of twelve ministry experiences must be engaged over the two semesters of PC442/D Congregational Field Education and PC443/D Pastoral Care Field Education.

Unit Outcomes

On successful completion of this unit, students will:

- A. Know and understand:
 1. Practical issues related to congregational leadership and management
 2. Church administration
 3. The role of the minister
- B. Be able to:
 1. Discuss the issues related to congregational leadership and management
 2. Analyse the operations of church management
 3. Under supervision, participate in a local congregation and observe leadership and management
 4. Assess the leadership and management of a congregation as observed
- C. Be in a position to:
 1. Integrate perspectives from their other theological studies with an approach to congregational leadership and management
 2. Become a reflective practitioner in congregational leadership and management

Workload Requirement

This unit will require 15 hours per lecture week for contact time, ministry experience in the placement and reflection and report-writing. In addition, two study weeks are worked into each semester. Excluding the study weeks, this generally averages out as follows:

1. Contact students:
 - a. Lectures – 1 hour per week
 - b. Time with Ministry Mentor – 1 hour per week (or 2 hrs per fortnight)
 - c. Ministry Experience – 10 hours per week
 - d. Participation in a Week of E program
 - e. Reflection and Report-writing – 3 hours per week.
2. Distance students:
 - a. 1 hour per week to review lecture material online and respond to weekly forums
 - b. Time with Ministry Mentor – 1 hour per week (or 2 hrs per fortnight)
 - c. Ministry Experience – 10 hours per week
 - d. Participation in a Week of E program
 - e. Reflection and Report-writing – 3 hours per week.

Learning Guides

Students should access the Learning Guides on the unit Moodle page for guidance through their studies for the semester.

UNIT ASSESSMENT

Grade Criteria

This Field Education unit will be graded entirely on the End of Semester Journal submitted by the student. The reports required for this journal are set out in the next section. The graded elements of the Semester Journal will be (a) the Week of E Report, (b) the Ministry Experience Reports and (c) the Student Evaluation Report. In each of these reports 34% of the mark will be allocated to the “descriptive elements” of the report and 66% will be allocated to the “reflective elements” of the reports. In addition it must be noted that in order to pass this unit, students must also complete the required Field Education tasks and receive a “Satisfactory” rating from their Ministry Mentor in regard to their engagement in the Field Education exercises.

Assessment Requirements

1. Students are expected to meet for at least one hour per week with their mentor
2. The operation of a Ministry Support Team (MST) is required for these units. The Ministry Support Team should meet at least three times each semester. The MST must submit a report by Friday 28 October.
3. Selection of Ministry Experiences

Students will be required to select a minimum of three of their six ministry experiences from the list below which are connected to the lecture content of the subject. If this is not possible, please liaise with the Field Education Director.

- P2 Call to Ministry and Role Expectation (see Teaching Modules 1-3)
- P3 Health and Life Balance (see Teaching Module 4)
- P6 Relationships in Ministry (see Teaching Module 5)
- W1 Worship Services (see Teaching Module 6)
- L1 Ministry Governance (see Teaching Module 7)
- L2 Charing Meetings (see Teaching Module 7)
- L3 Church Health and Growth Dynamics (see Teaching Module 8)
- L4 Church Strategic Planning (see Teaching Module 9)

- L5 Leadership/Motivating and Equipping Others (see Teaching Modules 10-11)
- L6 Christian Leaders and the Law (see Teaching Module 12)
- M1 Church in Community Mission (see Teaching Module 13)
- M4 Social Engagement and Justice Issues (see Teaching Module 13)

4. **Submission of Forms and Reports**

The following Assessment Items must ALL be submitted which, together, make up the completed Portfolio for the semester:

Submission 1 - due Wednesday 3 August 2016

- (i) **Semester Planner** (Form FE 1)
- (ii) **Evidence of Ministry Planning** (e.g. copy of a weekly diary/planner)

Submission 2 - due Wednesday 24 August 2016

- (i) **One Week of E Report** (Form FE 3)
(NB These must be signed by both yourself and your Ministry Mentor)
- (ii) **One Ministry Experience Report** (Form FE 4)
(NB These must be signed by both yourself and your Ministry Mentor)

Submission 3 - due Wednesday 14 September 2016

- (i) **Three Ministry Experience Reports** (Form FE 4)
(NB These must be signed by both yourself and your Ministry Mentor)

Submission 4 - due Friday 28 October 2016

- (i) **Two Ministry Experience Reports** (Form FE 4)
(NB These must be signed by both yourself and your Ministry Mentor)
- (ii) **Student Evaluation Report** (Form FE 5)
- (iii) **Ministry Support Team Report** (Form FE 6)
- (iv) **Ministry Mentor's Evaluation Report** (Form FE 7)

5. **Distance students are required to satisfactorily complete the weekly Moodle forums** to show their mastery of and interaction with the lecture content.

Contact students will be expected to attend all lectures; while the forum posts are the distance student's equivalent of classroom interaction. Just as class attendance is compulsory for on-campus students, forum participation is compulsory for distance students.

**Students who fail to attend lectures or
complete forum posts satisfactorily may be failed.**

Required Resources

In order to complete the unit, the student will be required to have access to the following resource/s:

Learning resources will be made available on Moodle, our Online Learning Centre. These resources may include articles, extracts, contact lecture notes and other learning activities. Students should note the bibliographies that accompany each Ministry Experience page in the Malyon College Field Education Manual.

Additionally, further learning resources will be made available on Moodle, our Online Learning Centre. These resources may include articles, extracts, contact lecture notes and other learning activities.

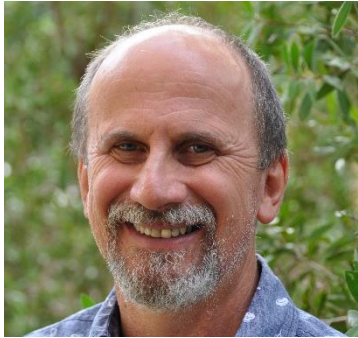
Lecture Schedule

Mod	Date	Topic/s
1	19 Jul	Call to Vocational Ministry (Ministry Experience P2)
2	26 Jul	The Pastoral Role (Ministry Experience P2)
3	2 Aug	Pastoring in a Changing Context (Ministry Experience P2)
4	9 Aug	Health and Life Balance (P3)
5	16 Aug	Relationships in Ministry (P6)
6	23 Aug	Worship Services (Ministry Experience W1)
7	30 Aug	Church Governance (Ministry Experiences L1 & L2)
8	6 Sep	Church Size and Structures (Ministry Experience L3)
9	13 Sep	Church Strategic Planning (Ministry Experience L4)
	21 Sep	STUDY WEEK
	28 Sep	STUDY WEEK
10	4 Oct	The Changing Face of Leadership (Ministry Experience L5)
11	11 Oct	Equipping Leaders (L5)
12	18 Oct	Christian Leaders and the Law (L6)
13	25 Oct	Gospel, Justice, Social Engagement and the Community (M1 & M4)

UNIT LECTURERS AND PREPARERS

Unit Lecturer

Rev Dr John Sweetman is the Principal of Malyon College. John was in pastoral ministry from 1979 to 2001, ministering in two Brisbane churches, Kenmore Baptist (for 9 years) and Bracken Ridge Baptist (for 14 years). In both these churches, John developed and led a biblical, contemporary ministry and he remains passionate about developing churches that can effectively grow God's kingdom in the 21st century. From 2006 to 2012 was pastoral coach at Life Point Christian Church. John has been a faculty member at Malyon College since 1993 and has been Principal since 2002.



He lectures in the field of pastoral ministry. In 1999 John completed a Doctor of Ministry through Denver Seminary in which he majored on leadership and pastoral ministry. His thesis explored the development of leaders through mentoring. John is also Director of the Malyon Leadership Centre and Malyon Preaching Centre.

John can be contacted at the College from Monday to Thursday if you wish to discuss an issue or a problem.



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Unit Coordinator

Rev Dr Peter Francis is Vice Principal, Field Education Director and a lecturer at Malyon College. Peter is married to Wendy who is the Queensland Director of the Australian Christian Lobby. Together they have three married children and ten grandchildren. After a 10 year career as a high school teacher, Peter entered into Pastoral ministry at Cleveland Baptist, having earned his Master of Divinity through Trinity Theological College (USA). Over the past 26 years Peter has pastored at Cleveland Baptist, Beenleigh Baptist and the City Tabernacle Baptist Church, as well as being involved in numerous short term missions in places such as PNG, Bangladesh, Thailand, Cambodia and South America. He has also given two years service as a Regional Consultant with Queensland Baptists and has served on various mission boards such as the Far East Broadcasting Company and Global Interaction. Peter's theological studies include a Master of Divinity, a Graduate in Theology, a Master of Arts in Theology and a Doctor of Ministry.



Contact details:

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UNIT CONTRIBUTION TO GRADUATE ATTRIBUTES

Developing Christians of Influence

“Then I will give you shepherds after my own heart,
who will lead you with knowledge and understanding.”

(Jeremiah 3:15)

	1.	2.	3.	4.
Graduate Attribute 1: Personal Maturity – <i>‘Shepherds with God’s heart’</i>				
a. grows a deepening relationship with Jesus	✓			
b. is secure in God’s call with a desire and ability to learn and grow	✓			
c. is self-aware and maintains self-care	✓			
d. seeks and builds healthy relationships	✓			
e. is committed to living with integrity and prayerful dependence on God	✓			
Graduate Attribute 2: Theological Maturity – <i>‘Knowledge and understanding of God’s heart’</i>				
a. knows and trusts the Bible		✓		
b. understands the context of diverse theological ideas		✓		
c. forms a personal theology which is both biblical and thoughtful	✓			
d. reflects theologically and applies the Bible to real life	✓			
e. is committed to helping others know God’s grace and truth and live God’s way	✓			
Graduate Attribute 3: Ministry Maturity – <i>‘Knowledgeable and wise shepherds’</i>				
a. is able to have a godly influence over others	✓			
b. possesses skills needed for chosen ministry path	✓			
c. understands cultures and contexts and is able to minister in a range of contexts	✓			
d. is able to work with and lead a team		✓		
e. is committed to serving, evangelising and mentoring others	✓			
1. A major thrust of this unit	2. A contribution that this unit should make			
3. A possible function of this unit, but not targeted	4. An unlikely product of this unit			

Note: Graduates who have not completed the curricular and non-curricular ministry aspects of Malyon’s courses will tend to be most developed in Graduate Attribute 2.

RECOMMENDED READINGS

The list below provides the learner with references that relate to the unit material and topics under consideration.

Primary Bibliography

Bass, D.C. (ed.). 2008. *For Life Abundant: Practical Theology, Theological Education, and Christian Ministry*. Grand Rapids: Eerdmans.

Johnson, A., *Shaping Spiritual Leaders: Supervision and Formation in Congregations* (Herndon, VA: Alan, 2007)

Malphurs, A. 2007. *A New Kind of Church: Understanding Models of Ministry for the 21st Century*. Grand Rapids: Baker.

Recommended Bibliography

Allen, R.J. 2001. *Preaching and Practical Ministry*. St Louis: Chalice.

Brian, P.R. 2006. *Going the Distance: How to Stay Fit for a Lifetime of Ministry*. Kingsford: Matthias Media.

Carl, W.J. (ed.). 2009. *Best Advice: Wisdom on Ministry from 30 Leading Pastors and Preachers*. Louisville, KY: Westminster John Knox Press.

Carroll, J.W. 2006. *God's Potters: Pastoral Leadership and Shaping of Congregations*. Grand Rapids: Eerdmans.

Drane, J.W., *After McDonaldization: Mission, Ministry and Christian Discipleship in an Age of Uncertainty* (Grand Rapids, Mich: Baker, 2008)

Elias, J.W. 2006. *Remembering the Future: The Pastoral Theology of Paul the Apostle* Scottsdale, PA: Herald.

Herrington, J. Creech, R.R. and Taylor, T. 2003. *The Leader's Journey: Accepting the Call to Personal and Congregational Transformation*. San Francisco: Jossey-Bass.

Hilman, G.M. 2008. *Preparing for Ministry: A Practical Guide for Theological Field Education*. Grand Rapids: Kregel.

Hotchkiss, D. 2008. *Governance and Ministry: Rethinking Board Leadership*. Herndon, VA: Alban Institute.

Laniak, T.S. 2006. *Shepherds after My Heart: Pastoral Traditions and Leadership in the Bible*. Downers Grove, Ill: Intervarsity Press.

Piper, J.B. 2002. *We are Not Professionals: A Plea to Pastors for Radical Ministry*. Nashville: Broadman and Holman.

Steinke, P.L. 2006. *Healthy Congregations: A Systems Approach*: Herndon, VA: Alban

Institute.

Stott, J.R.W. 2007. *The Living Church: Convictions of a Lifelong Pastor*. Nottingham: IVP.

Tidball, D. J. 2008. *Ministry by the Book: New Testament Patterns for Pastoral Leadership*. Nottingham: Apollos.

Thompson, J. 2006. *Pastoral Ministry According to Paul: A Biblical Vision*. Grand Rapids: Baker.

Willimon, W.H. 2002. *Calling and Character: Virtues of the Ordained Life*. Nashville: Abingdon.

Willimon, W.H. 2002. *Pastor: A Reader for Ordained Ministry*. Nashville: Abingdon.

Wood, C. M. 2008. *Attentive to God: Thinking Theologically about Ministry*. Nashville: Abingdon.

ACT POLICIES AND PROCEDURES

Key Policies

Students should take note of the following ACT policies:

1. Unit Moderation Policy.
2. Academic Misconduct Policy.
3. Academic Appeals Policy.

Accessing Documents

These and other policy documents are publically available in the following handbooks, through links on ACT's home page (www.actheology.edu.au):

1. Undergraduate Handbook.
2. Postgraduate Handbook.
3. Student Policy Handbook.
4. International Student Handbook.
5. Distance Education Handbook.

These should be read in conjunction with the 'Recent Updates' link found on the ACT website.