Instructor: Rev. Bill Sutherland is the pastor of Faith Presbyterian Church (ARP) in Olney, MD where he has served for 9 years. Prior to this, he served for 10 years as associate pastor of Wallace Presbyterian Church (PCA) in College Park, MD. He received his B.A. from the University of Virginia and his M.Div. from Covenant Theological Seminary. Office hours are by appointment. Contact me at faith-pastor@verizon.net or 301-774-1657.

Class Meets: 7 Wednesday afternoons from noon until 4 p.m. September 3, September 17, October 1, October 15, October 29, November 12, and December 3. Please allow enough time to get to class on time.

All papers must be double-spaced, 12 point/Times Roman typeset with standard margins, and numbered pages after the first page.

Required for Tuesday, September 17:

1. Read Classical Pastoral Care: Becoming a Minister (volume 1) by Thomas C. Oden, Baker, 1987 (188 pages).

2. Read Part I (pp.1-100) of The Shepherd Leader: Achieving Effective Shepherding in Your Church by Timothy Z. Witmer (Presbyterian and Reformed, 2010).

3. Write a 2-3-page paper highlighting what insights you gleaned about pastoral ministry from the biblical and historical studies in these two books, noting especially what you learned about the difference between inward and outward calls. To what degree do you sense an inward call to the ministry? To what degree has this call been confirmed outwardly? What is the leading metaphor in the Bible regarding the task of the minister? What are the limits of this metaphor? What is the role of books and role models in the preparation to be a pastor? Who is your role model or mentor? Did you have a favorite quotation or key insight gleaned from this reading? Share it.

Required for Tuesday, October 1:

1. Read On Being a Pastor: Understanding Our Calling and Work by Derek Prime and Alistair Begg, Moody, 2004 (310 pages) 9780801067631.

2. Write a two-page interaction about what you found most helpful in this book, and how you might seek to apply it in your own life or ministry. If you found parts of it unhelpful or unrealistic, feel free to comment on this briefly.

3. Interview two pastor’s wives either in person or by phone. What does she think are helpful or essential elements in pastoral etiquette? What have been the biggest
stresses of living in a pastor’s family and what are some helpful practices in dealing with those stresses? What are the pressures on and expectations of a pastor’s wife? Children? Are there any lessons learned that she could share with you? Write a one-two page summary of who you interviewed, on which dates, and what you learned.

**Required for Tuesday, October 15:**


2. Write a two-page reflective paper, allowing one paragraph for each of the following topics: Overview (give a brief overview of the book, including its theme, perspective and approach); Critique (offer a brief critique of the book, including elements of strength and weakness); Application (offer some specific application to your own ministry-demonstrating the value and relevance of the material in this book); Best Quotation (Be sure to include the page number where the quotation can be found and a brief explanation of why you found it helpful).

3. Write a four or five page paper on how you would handle one of the following personal pastoral challenges. Use at least 4 resources, one of them being the most relevant passages from Bible; another source may be a pastoral interview, but the paper should reflect your ideas and conclusions considered in the light of what the Bible says:

   A. Clergy Compensation
   B. Pastoral Self-Care, Burnout, and Sabbaticals
   C. Sexual Faithfulness Among Pastors
   D. Pastoral Transparency in and out of the Pulpit
   E. Other topics: with prior permission of the professor.

**Required for Tuesday, October 29:**


2. Write a two-page reflective paper, allowing one paragraph for each of the following topics: Overview (give a brief overview of the book, including its theme, perspective and approach); Critique (offer a brief critique of the book, including elements of strength and weakness); Application (offer some specific application to your own ministry or life-demonstrating the value and relevance of the material in this book); Best Quotation (Be sure to include the page number where the quotation can be found and a brief explanation of why you found it helpful).

3. Arrange to visit someone who is sick or shut-in in a hospital or nursing home. Ideally this will be done with your pastor, but could also be done with another student or by yourself. Write a two-page report about what you learned from this experience: What preparations were made in advance? Did the visit go as you expected? Why or why not?
Was there anything you would do differently or the next time you saw this person if you had the opportunity? What opportunities were there to bring the hope and comfort of the gospel?

**Required for Tuesday, November 12:**

1. Read Parts II and III (pp.101-264) of The Shepherd Leader: Achieving Effective Shepherding in Your Church by Timothy Z. Witmer (Presbyterian and Reformed, 2010).

Write a reflective paper (2 pages) interacting with Witmer's book. What is the task of the shepherd? What is the role of the pastor? How is caring for souls the task of the pastor and elders? What does this look like and how does this happen in the 21st century? What did you learn from this book that you would like to apply to your ministry or the ministry of the church where you serve?

2. Ask permission and make arrangements to observe two Session meetings (or elder board or leadership team meetings). One meeting should be the governing board of your own church and the other should be of another church. Write a two page paper of your impressions of what you found helpful or unhelpful, what you learned, how the meeting met or failed to meet your expectations. To what degree was the attention of the leaders focused on shepherding the flock? Be sure to include the dates, times, length of the meetings, and locations of the meetings, as well as how many leaders participated, and the names of the churches you visited, and any other observations you make about how the surroundings affected the meetings.

**Required for Tuesday, December 3:**


2. Write a two-page reflective paper, allowing one paragraph for each of the following topics: Overview (give a brief overview of the book, including its theme, perspective and approach); Critique (offer a brief critique of the book, including elements of strength and weakness); Application (offer some specific application to your own ministry or life-demonstrating the value and relevance of the material in this book); Best Quotation (Be sure to include the page number where the quotation can be found and a brief explanation of why you found it helpful).

3. Write a 5-8 page paper on the virtues, qualities, character and skills required in the ministry in relation to your own readiness and on-going resolve to exhibit them. The paper should answer the following questions:
   - What are the biblical characteristics and qualities of a minister of the word and sacrament? Provide scriptural references.
   - How do I assess my own immediate readiness for the ministry in light of these characteristics and qualities?
Where are my greatest vulnerabilities when comparing the biblical characteristics and my own readiness?

What critical steps must I be sure to take in the process of my ongoing preparation?

The Christian Ministry, Part III, Causes of Ministerial Inefficiency Connected with Our Personal Character should be helpful for this. Please feel free to use brief quotations from this book or our other readings or other sources.

Grading

18 % Class Attendance and Participation

32 % Reading the required books carefully in their entirety and completing the required papers for them on time

15% Pastoral Challenges Paper (due Oct 15)

20% Personal Reflection on Ministerial Readiness Paper (due Dec 3)

15% Pastoral assignments (interviewing pastors’ wives; visiting Sessions; making a sick visit; 5 % each)

Recommended Reading:


Liberating Ministry from the Success Syndrome by Kent and Barbara Hughes, Tyndale House, 1987.


Instruments in the Hands of the Redeemer: People in Need of Change Helping People in Need of Change by Paul David Tripp. Presbyterian and Reformed, 2002
