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Duke University Divinity School
June 30-July 25, 2008

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FIRST YEAR STUDIES (Take off 20% unless otherwise noted, prices subject to change)

COS 114: Pastoral Leadership and Administration

Textbooks:

- ___ Weems, Lovett H. Jr., *Church Leadership--Vision, Team, Culture and Integrity*, \$15.00
- ___ Shawchuck, Norman, and Heuser, Roger, *Leading The Congregation*, \$27.00
- ___ Dudley, Carl, *Effective Small Churches in the 21st Century Revised*, \$17.00
- ___ *The Book of Discipline of the United Methodist Church 2004*, \$18.00 – no discount

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COS 114: PASTORAL LEADERSHIP AND ADMINISTRATION

Summer 2008 Course of Study
DUKE UNIVERSITY DIVINITY SCHOOL
DR. WILLIAM K. QUICK, INSTRUCTOR
e-mail: wkquick@aol.com

COURSE DESCRIPTION

This course is intended to address the major responsibilities of the Pastor in the leadership and administration of the local church. It will focus upon the student's formation and competency in fulfilling the role of pastoral administrator so that a unity is achieved between the pastor's doing and being. The development of administrative skills in keeping with the theology and polity of the United Methodist Church is addressed.

OBJECTIVES

- * Examination of the nature of the Church as foundational for the development of vision and mission statements, style of leadership and administrative decision.
- * The respective leadership roles of laity and pastors will be emphasized and clarified.
- * Introduction to planning, coordinating, decision-making, historical and cultural setting, vision and mission in the 21st century Church.
- * Development of skills for, and understanding of, the dynamics involved in churches of small membership and a multiple charge.
- * The enhancement of one's understanding of historic United Methodist structure and administrative procedure.

REQUIRED TEXTS

Weems, Lovett H. Jr., Church Leadership--Vision, Team, Culture and Integrity, (Nashville: Abingdon. 1993)
Shawchuck, Norman, and Heuser, Roger, Leading The Congregation, (Nashville, Abingdon. 1993)
Dudley, Carl, Effective Small Churches in the 21st Century Revised, (Nashville, Abingdon 2002)
The Book of Discipline of the United Methodist Church 2004

WEEK OF JUNE 30-JULY 4, 2008

Text Readings *prior to* June 30:

Weems, Lovett H. Jr., Church Leadership: Foreword, Preface, Introduction & Chapter 1 - pp. 11-36
Shawchuck, Norman, Leading the Congregation: Chapters 1-4.

COURSE OVERVIEW:

- 1) Introductions-Community Building-Assignment Review
- 2) Four Critical Questions at the heart of a Pastor's life
- 3) Why has effective leadership gone AWOL in our changing world?
- 4) Pastoral Leadership for today's Church
- 5) Identifying *Vision* and *Mission*
- 6) The Primary and Secondary models for leadership
- 7) Quiz on Weems: Church Leadership - July 9
- 8) Mid-term Test on Weems & Selected Readings from Shawchuck - July 16
- 9) Final Exam - July 24.