

Syllabus for
FED 781—Pastoral Internship
3.0 Credit Hours
Fall 1999

I. COURSE DESCRIPTION

Supervised ministry in a local church setting to provide opportunity for development of understanding of personal ministry gifts with appropriate support and evaluation.

II. COURSE GOALS

The Ministry Internship is designed to provide the intern with an opportunity to do the following:

- A. experience the life of a minister as pastor, preacher, worship leader, and administrator.
- B. develop and refine skills as a minister.
- C. develop professional attitudes toward the practice of ministry.
- D. understand the nature and function of pastoral ministry in the local church.
- E. develop a professional self-image through acceptance of responsibility and through interaction with qualified supervisors who serve as models in the developmental process.

III. COURSE OBJECTIVES

As a result of successfully completing the internship, a student should be able to do the following:

- A. interpret the theory and practice of pastoral ministry in the local church.
- B. more accurately analyze the needs of a congregation and plan programs to meet the needs.
- C. exhibit improved competence in essential pastoral duties.
- D. attempt leadership development among the laity and equip the saints for various works of the ministry.
- E. discuss the need to develop a balanced lifestyle and consistent disciplines for successful pastoral ministry in the local church.

IV. TEXTBOOKS

- A. Oden, Thomas C. Pastoral Theology: Essentials of Ministry. New York: Harper and Row, 1983.
- B. Tollett, James. Minister Practicum/Pastoral Internship Journal. Tulsa: ORU, 1997.

V. COURSE PROCEDURES

A. Course Prerequisites: Completion of the field education requirements.

Ministry Internships are not allowed before all Field Education classes are completed. Master of Divinity students are required to complete four semesters of Field Education Ministry. Internship may not be a substitute for any field-education course. Only senior Master of Divinity Students may be placed as interns.

B. Evaluation Procedures

Grading—The final grading for this course will be ascertained as follows:

Evaluations	40%
Book Report	20%
Quality of the Journal	20%
Final Paper	20%

C. University Policies

1. "Consistent with Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act, ORU ensures that no 'qualified individual' will be denied reasonable accommodation in the form of modification of policies, practices and/or procedures." Students with disabilities who wish to access services should contact their professor(s) and the Office of Disability Services at Ext. 7355 to initiate the process.
2. Students and faculty at Oral Roberts University adhere to all laws addressing the ethical use of others' materials, whether it be in the form of print, video, multimedia, or computer software.
3. Students taking a late exam because of an unauthorized absence will be charged a late exam fee.

D. Other Information

1. Requirements
 - a. Ministry Interns are expected to keep a weekly tracking log sheet and journal which will be submitted to the Director of Field Education at the middle (8th week) and end of the internship. The journal specifies the required number of entries per week.
 - b. It is the responsibility of the intern to initiate the process of placement by contacting the site and the Director of Field Education. All sites must be certified for students to do an internship there. Students who are not in an approved site by Friday of the first week of school will be penalized one letter grade (10 pts.) on the final computation of the course grade. Learning contracts must be in by Friday of the second week of school or student will be penalized one letter grade (10 pts.) on final computation of the grade.
 - c. A critique of the textbook is to be submitted to the Director of Field Education at the end of the internship.
 - d. A final paper (7-10 pages) theologically reflecting on the entire internship experience is required. This paper is due at the end of the internship.
 - e. Midterm and final evaluations are to be completed by the site supervisor and returned to the Director of Field Education. See specific forms for due dates.

- f. Weekly supervisory sessions with the site supervisors are required.
 - g. The student must meet personally with the Director of Field Education at the conclusion of the internship to discuss the training experience and professional development.
- 2. Length of Internship
 - a. A minimum of one hundred fifty (150) clock hours are required for completion of the Ministry Internship. Students are to log in a minimum of ten (10) hours of internship experience per week. Of this time, a minimum of one (1) hour a week is required in one-on-one conference of the intern with the on-site Internship Supervisor in which actual ministry experiences are discussed.
 - b. The summer internship will extend through a period of no less than eight (8) weeks beginning with the Summer I semester, running through the Summer II semester, continuing on into the following month(s) until the time requirement is fulfilled.
- 3. Internship Sites—Sites must be preapproved by the Director of Field Education.
- 4. Site Supervisors—The Ministry Internship supervisors must be ordained ministers in good standing with their ecclesiastical body. They must be the senior pastors of the church or members of the pastoral staff authorized by the senior pastors to supervise the interns. All site supervisors must be approved by the Director of Field Education.
- 5. Topics for Supervisor Discussions—The following topics need to be included in the weekly supervisory discussions:
 - a. Minister as person, professional, pastor, and leader
 - b. Minister as preacher
 - c. Minister as worship leader
 - d. Minister as care-giver
 - e. Minister as trainer
 - f. Minister as administrator
 - g. Minister as evangelist
 - h. Minister as manager
- 6. Refer to the Graduate School of Theology and Missions Student Handbook for additional policies and procedures.

VI. ATTENDANCE POLICY

- A. Attendance at each class or laboratory is mandatory at Oral Roberts University.
- B. Double cuts are given for absences immediately preceding or following holidays and/or breaks.
- C. Excessive absences can reduce a student's grade or deny credit for the course.
- D. The Official Attendance Policy for the School of Theology and Missions is stated in each syllabus and is as follows for the three semester hour class:
 - 1. If the class meets three times a week, the missing of 6 class sessions will result in a grade reduction of one letter grade. Missing 8 class sessions will result in a grade reduction of two letter grades. Missing 12 class sessions will automatically result in a grade of F.
 - 2. If a class meets twice a week, the missing of 4 class sessions will result in a grade reduction of one letter grade. Missing 6 class sessions will result in a grade

- reduction of two letter grades. Missing 8 class sessions will automatically result in a grade of F.
3. If the class meets once a week, then the missing of 3 class sessions will result in a grade reduction of one letter grade. Missing 4 class sessions will result in a grade reduction of two letter grades. Missing 6 class sessions will automatically result in a grade of F.
- E. The absences allowed prior to a grade reduction are designed to allow for emergencies, illnesses, etc., and are not designed for indiscriminate use. Many students incorrectly assume that they may use these allowable absences as unexcused "cuts" from class. Any illnesses, emergencies, and trips are included in these allowable absences in each course. Only those absences documented with an administrative excuse will be exempt. Administrative excuses are granted only when a student is on official University business and has received approval in advance from the University's administration.
- F. Students are expected to be prompt for classes. Two tardies will equal one absence.

VII. CALENDAR

<u>WEEK</u>	<u>TOPIC</u>
1	Introduction to Course
2	Case Study Presentations
3	Case Study Presentations
4	Case Study Presentations
5	Case Study Presentations
6	Case Study Presentations
7	Case Study Presentations
8	Midterm Evaluation
9	Case Study Presentations
10	Case Study Presentations
11	Case Study Presentations
12	Case Study Presentations
13	Theology Paper Due
14	Book Report Due
15	Final Evaluation

VIII. ASSESSMENT SUMMARY

ORAL ROBERTS UNIVERSITY SCHOOL OF THEOLOGY AND MISSIONS

GBIB 781

Course #

Pastoral Internship

Title of Course

Dr. Tollet

Instructor

MISSION

The lifestyle at ORU is rooted in the word “Wholeness.” ORU seeks to educate the whole person, with balanced emphasis placed on the development of the mind, spirit, and body.

GENERAL OUTCOMES

- | | |
|--------------------------|-------------------------------|
| 1. Spiritual Development | 6. Valuing in Decision-making |
| 2. Physical Development | 7. Social Interaction |
| 3. Communication | 8. Global Perspectives |
| 4. Analysis | 9. Effective Citizenship |
| 5. Problem Solving | 10. Aesthetic Responsiveness |

MAJOR OUTCOMES

Spiritual formation/leadership:

Demonstrates Spirit-filled, Biblically-theologically competent and historically informed church leadership.

Critical thinking/analysis/ problem solving:

Understands and applies Biblical/theological principles in the practice of ministry.

Communication/social interaction/global perspective:

Demonstrates the ability to communicate the Gospel in diverse social/cultural texts.

Value/ethics/decision-making:

Integrates Judeo-Christian values and ethics in personal life and ministry.

COURSE OUTCOMES

Student will apply Biblical theological principles in the employment of skills and gifts within specific practices of ministry; student will establish professional relationships with local church and/or demonstrations; student will achieve the opportunity to grow (mature) through interaction with church site, supervisor, peers, and professors; student can integrate the components of the M.DIV. curriculum into actual ministerial practice and local church level.

ASSESSMENT OF COURSE OUTCOMES

Stimuli:

Reflection/evaluation of ministerial experiences with peers and professors through case studies; field supervisor's evaluation; text book-book critique; journal of field education experience; theological paper; book report

Criteria:

See syllabus.