

Course ID:	Course Title:	Winter 2021
ED 622	Leadership Essentials for Children and Family Ministry	Prerequisite:
		Credits: 3

Class Information		Instructor Information		Important Dates	
Delivery:	In Class	Instructor:	Alice Kung, MA	First day of classes:	Mon, Jan 11
Days:	Mondays	Email:	akung@ambrose.edu	Last day to add/drop, or change to audit:	Sun, Jan 24
Time:	5:30-8:30pm	Phone:	403-560-6231	Last day to request revised final exam:	Mon, Mar 8
Room:	A2212	Office:	Via Zoom	Last day to withdraw from course:	Fri, Mar 19
Lab/ Tutorial:		Office Hours:	Friday, 9am-noon	Last day to apply for coursework extension:	Mon, Mar 29
Final Exam:	No Final Exam			Last day of classes:	Fri, Apr 16

Course Description

Practical leadership strategies for leading and implementing ministries to children and families in a church context.

This course will take what students have learned in Volunteer Ministry and Teaching Children for Faith Formation and put it into a working plan. Taking into account the 'why' of Children's Ministry, a child's developmental and faith formation, and one's own personal philosophy of ministry, students will understand practically what it takes to lead the ministry with purpose. With a focus on strategies, leadership and the day-to-day ministry necessities, this course will give the student 'tools' that help them implement the necessary components purposefully into a ministry setting.

Expected Learning Outcomes

Students will:

1. Articulate transferable ministry principles from required reading and course projects into their ministry plan.
2. Reflect on the importance of evaluation and evaluate current ministry practices.
3. Understand what it takes to lead a children's ministry with purpose.

Textbooks

Dollar, Brian, I Brew It!. Springfield, MI: Influence Resources, 2012

Groeschel, Craig, IT. Grand Rapids, MI: Zondervan, 2008

Osborne, Larry, Sticky Teams. Grand Rapid, MI: Zondervan, 2010

Scroggins, Clay, How to lead when your're not in charge. Grand Rapid, MI: Zondervan, 2017

Course Schedule

	Topic	Due
1 Jan 11	Overview of Foundations of Children's Ministry & Teaching Children for Faith Formation	
2 Jan 25	Learning from the Best! What Matters Now In Children and Family Ministry	Due: -Read & be prepared to discuss Sticky Teams -Assignment: Paper (Sticky Team report)
3 Feb 8	Mission/Vision/Values/Budget And Lens Project Keep your leadership team and staff on the Same Page How churches and Leaders can get IT and Keep IT	Due: -Read "IT" & be prepared to discuss -Assignment: Paper (IT report)
4 Feb 15	No Class – Reading Week	
5 Feb 22	How did Disney do it?	Due: <u>Assignment: Philosophy of Children's Ministry</u>
6 Mar 8	Family and Children Ministry Pastoral Panel	Due: <u>Assignment: Ministry Evaluation paper</u> -Be ready to share your ministry plan through the Lens project - Read "I Brew It!" and be prepared for class discussion
7 Mar 15	How Brian Blew It! Pastoral Care/Use of Resources	Due: - <u>Assignment: CM Handbook or Tool-belt</u> - read "how to lead when you are not in charge" & be prepare to discuss in class
8 March 29	How to lead when you are not in charge	Due: <u>Additional Book Report Due</u>
12 April 5	No Class – Easter Monday	
13 April 12	Class presentation on Strategy Map Project	Due: -Assignment: CM Strategy Map

Requirements:

1. Required Reading & Response Due: Jan 25, Feb 8, & March 29, 2021(25% total)

- a). Sticky Team (Larry Osborne) **Due: Jan 25,2021 (10%)**
- b). IT (Craig Groeschel) **Due: Feb 8,2021 (10%)**
- c) Additional book report on the book approved by Professor. **Due: Mar 29th (5%)**

These **5-7 page responses** will include:

*A **1 page** overview of the author's key points and explorations. Following no more than this one page overview, the student will, in the following 5-6 pages, interact with the text, discussing implications for ministry. Essentially, you are asking yourself how this reading might influence you as a leader which ultimately impacts the ministry you lead.

2. Philosophy of Children/Family Ministry – Due: Feb 22,2021 (15%)

Articulate your current personal philosophy as it relates to ministering to children. Reflecting on scripture, reading and personal experience the student will prepare a personal philosophy of children's ministry. Consider the following: Who are you and how has God gifted you? What do you hold as high values (non-negotiables) in ministry? This philosophy should be 3-5 pages.

3. Complete a Ministry Evaluation - Due: March 8, 2021 (10%)

Using the "Lense Project template" and your philosophy of ministry, you must complete the following:

- a). CM Evaluation summary via the template
- b). CM Evaluation Survey to gather further information
- c). The Big picture summary on rather your philosophy matches the evaluation of the ministry you currently serve. Please provide explanation on your findings.

These must be completed based on the ministry in which you are currently involved. Maximum length of this paper is 10 pages.

4. Children's Ministry Handbook or Tool-belt Project -Due: March 15 (15%)

You are to information and resources to enable you to have a successful children ministry. Your goal is to prepare yourself for the future children ministry. What do you need? What are the most currently resources out there in the forms of books or the online resources. You must cover the following topics:

- Children ministry mission/values/visions
- Relationships
- Teaching
- Salvation/Baptism
- Discipline
- Volunteers – recruiting, retention and training
- Other topics you deem necessary.

Maximum topics are 10 for this project.

4. Children's Ministry Strategy Map -Due: April 12, 2021 (30% - 20% paper & 10% presentation)

You will be using the "atmosphere of Disney" or the "Disney Culture" to map out how each area of ministry in church can work together for a holistic approach to raise the spiritual children. You will be giving a map of Disneyworld. Here are the bases:

- Castle = Sunday Morning services (main attraction)
- Tomorrowland = Children Ministry
- Fantasyland = Youth Ministry
- Frontierland = Adult Ministry

- Adventureland = Worship and Mission Ministry
- Main Street = Facility Ministry

You need to draw out the map to illustrate your strategies in how you can move from one land to another to ensure the smooth transition as children grow up in church. You must explain why you use the strategies listed. Maximum length of this paper is 10 pages. This assignment can be done in a group of 2.

5. Class participation & work handed in on time (5%)

Students will receive this 10% when they actively participate in class, show up to each class and hand in all assignments on the assigned date. Regardless of the exception, marks will be deducted from this 10% for late assignments.

Attendance:

In order to benefit from this course and to best prepare you for a vocation in any ministry, you must attend all classes. A student who misses more than 20% of scheduled classes will not be able to receive a passing grade for the course. In the cases of severe or prolonged illness, or other extenuating circumstances, the Academic Vice President may grant extensions.

Grade Summary:

The available letters for course grades are as follows:

<u>Letter Grade</u>	<u>Description</u>
A+	
A	Excellent
A-	
B+	
B	Good
B-	
C+	
C	Satisfactory
C-	
D+	
D	Minimal Pass
F	Failure

Because of the nature of the Alpha 4.00 system, there can be no uniform University-wide conversion scale. The relationship between raw scores (e.g. percentages) and the resultant letter grade will depend on the nature of the course and the instructor’s assessment of the level of each class, compared to similar classes taught previously.

Please note that final grades will be available on student registration system. Printed grade sheets are not mailed out.

Ambrose University Academic Policies:

Communication

All students have received an Ambrose e-mail account upon registration. It is the student's responsibility to check this account regularly as the Ambrose email system will be the professor's instrument for notifying students of important matters (cancelled class sessions, extensions, requested appointments, etc.) between class sessions. If students do not wish to use their Ambrose accounts, they will need to forward all messages from the Ambrose account to another personal account.

Registration

During the **Registration Revision Period** students may enter a course without permission, change the designation of any class from credit to audit and /or voluntary withdraw from a course without financial or academic penalty or record. Courses should be added or dropped on the student portal by the deadline date; please consult the List of Important Dates. After that date, the original status remains and the student is responsible for related fees.

Students intending to withdraw from a course after the Registration Revision Period must apply to the Office of the Registrar by submitting a "Request to Withdraw from a Course" form or by sending an email to the Registrar's Office by the **Withdrawal Deadline**; please consult the List of Important Dates on the my.ambrose.edu website. Students will not receive a tuition refund for courses from which they withdraw after the Registration Revision period. A grade of "W" will appear on their transcript.

Students wishing to withdraw from a course, but who fail to do so by the applicable date, will receive the grade earned in accordance with the course syllabus. A student obliged to withdraw from a course after the Withdrawal Deadline because of health or other reasons may apply to the Registrar for special consideration.

Exam Scheduling

Students, who find a conflict in their exam schedule must submit a Revised Examination Request form to the Registrar's Office by the deadline date; please consult the List of Important Dates. Requests will be considered for the following reasons only: 1) the scheduled final examination slot conflicts with another exam; 2) the student has three final exams within three consecutive exam time blocks; 3) the scheduled final exam slot conflicts with an exam at another institution; 4) extenuating circumstances. Travel is not considered a valid excuse for re-scheduling or missing a final exam.

Electronic Etiquette

Students are expected to treat their instructor, guest speakers, and fellow students with respect. It is disruptive to the learning goals of a course or seminar and disrespectful to fellow students and the instructor to use electronics for purposes unrelated to the course during a class session. Turn off all cell phones and other electronic devices during class. Laptops should be used for class-related purposes only. Do not use iPods, MP3 players, or headphones. Do not text, read, or send personal emails, go on Facebook or other social networks, search the internet, or play computer games during class. Some professors will not allow the use of any electronic devices in class. The professor has the right to disallow the student to use a

laptop in future lectures and/or to ask a student to withdraw from the session if s/he does not comply with this policy. Repeat offenders will be directed to the Dean. If you are expecting communication due to an emergency, please speak with the professor before the class begins.

Academic Policies

It is the responsibility of all students to become familiar with and adhere to academic policies as stated in the Academic Calendar. Personal information (information about an individual that may be used to identify that individual) may be required as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Extensions

Although extensions to coursework in the semester are at the discretion of the instructor, students may not turn in coursework for evaluation after the last day of the scheduled final examination period unless they have received permission for a course Extension from the Registrar's Office. Requests for course extensions or alternative examination time must be submitted to the Registrar's Office by the deadline date; please consult the List of Important Dates. Course extensions are only granted for serious issues that arise "due to circumstances beyond the student's control."

Appeal of Grade

An appeal for change of grade on any course work must be made to the course instructor within one week of receiving notification of the grade. An appeal for change of final grade must be submitted to the Registrar's Office in writing and providing the basis for appeal within 30 days of receiving notification of the final grade, providing the basis for appeal. A review fee of \$50.00 must accompany the appeal. If the appeal is sustained, the fee will be refunded.

Academic Integrity

We are committed to fostering personal integrity and will not overlook breaches of integrity such as plagiarism and cheating. Academic dishonesty is taken seriously at Ambrose University as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else's ideas, words, or work as one's own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to acknowledge to another person's ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university. Students are expected to be familiar with the policies in the current Academic Calendar that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean and become part of the student's permanent record.

Mental Health Support

All of us need a support system. We encourage students to build mental health supports and to reach out when help is needed.

On Campus:

- Counselling Services: ambrose.edu/counselling
- Peer Supportive Listening: One-to-one support in Student Life office. Hours posted at ambrose.edu/wellness.
- For immediate crisis support, there are staff on campus who are trained in Suicide Intervention and Mental Health First Aid. See ambrose.edu/crisissupport for a list of staff members.

Off Campus:

- Distress Centre - 403-266-4357
- Sheldon Chumir Health Care Centre - 403-955-6200
- Emergency - 911

Sexual Violence Support

All staff, faculty, and Residence student leaders have received *Sexual Violence Response to Disclosure* training. We will support you and help you find the resources you need. There is a website with on and off campus supports – ambrose.edu/sexual-violence-response-and-awareness.

Off Campus:

- Clinic: Sheldon Chumir Health Centre - 403-955-6200
- Calgary Communities Against Sexual Abuse - 403-237-5888

Note: Students are strongly advised to retain this syllabus for their records.