

Unit Outline



PC403/603 Pastoral Skills & Methods

QUEENSLAND THEOLOGICAL COLLEGE

About this Unit Outline

This Unit outline contains information you will need to find your way around the Unit, **Pastoral Skills & Methods**. It provides a structure for your learning, giving details of the weekly lecture topics, key resources, and assessment items.

UNIT OUTLINE **SEMESTER 2, 2015**

Important notice

While every care has been taken to ensure accuracy in the information given below, **it is the personal responsibility of each student to check the current ACT Undergraduate or Postgraduate Handbook**, copies of which may be found in the Library or online at www.acttheology.edu.au

It is very important that students plan their time carefully to ensure that reading and especially assignments receive adequate attention and so as to prevent a bottleneck of work at the end of the semester.

It is very important that all quoted material in assignments be properly footnoted and acknowledged. The attention of students is drawn to the section in the current ACT Undergraduate or Postgraduate Handbook, headed "**Academic Misconduct**". Failure to comply with the standards required will incur penalties as outlined in the ACT Undergraduate or Postgraduate Handbook.

The attention of students is also drawn to the section in the current ACT Undergraduate or Postgraduate Handbook, headed "**Guidelines for Essays.**" (see also the QTC Student Handbook) All essays should comply with these standards.

Information about this Unit

Unit description

Pastoral Skills and Methods introduces students to the aims and methods of pastoral care, and helps equip students to deliver pastoral care in a variety of situations which may arise in Ministry positions.

Learning Outcomes

1. To acquaint candidates with various aims and methods of pastoral care;
2. To help candidates identify and develop people helping skills, so as to deliver pastoral care with the candidate's own empathetic involvement;
3. To provide candidates with opportunities to see skills modelled and to role play, with supervision, such skills themselves, so as to enable them to help persons pastorally.

How this Unit Contributes to the Course

This course seeks to assist the student to be more effective in pastoral ministry through assisting the student in the important task of understanding and communicating with people in the pastoral ministry setting, investigating some challenging pastoral care issues and situations and giving an introduction to methods in training and organising others for a pastoral care ministry. The Pastoral Care aspect of Ministry is vitally important and biblically mandated, therefore this Unit is recommended for all those studying for full-time ministry and who are in their second or third year of the Master of Divinity, Bachelor of Theology and the PCQ Candidates Course. No matter what type of Ministry you are preparing for, studying Pastoral Care will equip you with knowledge of the main problem areas likely to confront you, and with the practical relational skills and theology needed to connect with and care for people who may be in need or as they mature in their Christian faith.

Pre-requisites and Co-requisites

There are no pre-requisites or co-requisites for the Unit.

This Unit caters for students studying the following accredited Units:

1. Diploma of Theology/Diploma of Ministry/Associate Degree of Theology/Bachelor of Theology/Bachelor of Ministry (PC403)
2. Graduate Certificate of Divinity/Graduate Diploma of Divinity / Master of Divinity (PC603)
3. PCQ Candidates' requirement for Pastoral Care A

How this Unit is organised & what we expect of you

LECTURES

This Unit includes three hours of lectures per week throughout the semester of 13 weeks. This Unit is worth 4 credit points. This means that throughout the semester you should be spending an average of 6-7 hours per lecture on this Unit, including the class time.

Lecture summaries will be provided in some of the lectures. Note taking is essential. Class interaction with the lecturers and the Unit is strongly encouraged.

WEEKLY READING

Teaching staff

LECTURER AND UNIT COORDINATOR

Rev Phil Strong

Campus Development Director with Creek Road Presbyterian Church;
DipD&M BTh DMin[cand]

E PhilStrong@creekroad.org.au

SPECIALIST GUEST LECTURERS

Dr Jonathan Andrews

Member Mitchelton Presbyterian Church;

MAPS BSc MSc MPsy (Clinical), DPsych (Clinical) Qld Reg# 1011694

Mr. Ross Farley

Member of Creek Road Presbyterian Church;

Ross Farley has held leadership positions with Youth for Christ and SU and until recently was the Qld Coordinator for TEAR Australia. Ross has both taught and been a practitioner in the area of Equipping Others. His post-graduate degrees include a Graduate Diploma in Religious Education and a Master of Arts majoring in leadership studies.

Dr Carolyn Russell

Member Mitchelton Presbyterian Church;

A general practitioner for 25 years,

Dr Russell now works in GP education as well as in a counselling and treatment role in her General Practice in Queensland

Unit timetable: topics & teaching & learning activities

WEEK	MAIN TEXT	LECTURER	LECTURE TOPIC
Week 1 16 th July	Christian Counseling (3 rd Ed), Gary Collins (Parts 1 and 9)	Phil Strong	Introduction: An introduction to the Christian Wholeness Framework, and its implications for pastoral care, counselling and Christian community.
NO LECTURES - QTC Don Carson Week 20-24 July 2015			
Week 2 30 th July	Living Wholeness, Dr John Warlow	Phil Strong	Christian Pastoral Counselling - Part 1: An exploration of the Christian Wholeness Framework.
Week 3 6 th August	Following Jesus & Leading People Ross Farley	Ross Farley	Equipping others: teaching, encouragement, recognition of abilities, training.
Week 4 13 th August	Living Wholeness, Dr John Warlow	Phil Strong	Christian Pastoral Counselling - Part 2: An exploration of the Christian Wholeness Framework.
Week 5 20 th August	Christian Coaching, Gary Collins	Phil Strong	Christian Coaching: Helping others turn potential into reality.
Week 6 27 th August	Living Wholeness, Dr John Warlow	Phil Strong	Churches & Change: Facilitating Change with the Christian Wholeness Framework
Week 7 3 rd Sept	Christian Counseling (3 rd Ed), Gary Collins (Part 3)	Phil Strong	Developmental Issues: Childhood through to the Later Years.
Week 8 10 th Sept	Christian Counseling (3 rd Ed), Gary Collins (Part 6)	Phil Strong	Family Issues: Premarital Counselling, Marriage, Pregnancy, Family, Divorce and Remarriage.
QTC Mission Weeks and Mid-Semester Break			
Week 9 8 th October	Christian Counseling (3 rd Ed), Gary Collins (Part 2)	Carolyn Russell	Prominent Issues: Depression, Anxiety, Anger, Guilt and Forgiveness, Loneliness
Week 10 15 th October	Christian Counseling (3 rd Ed), Gary Collins (Part 7)	Phil Strong	Control Issues: Mental Disorders, Alcohol-Related Problems, Addictions, Financial & Vocational Counselling.
Week 11 22 nd October	Christian Counseling (3 rd Ed), Gary Collins (Part 4)	Phil Strong	Interpersonal Issues: Conflict and Relationships, Sexual Issues, Abuse and Neglect
Week 12 29 th October	Christian Counseling (3 rd Ed), Gary Collins (Part 5)	Jono Andrews	Identity Issues: Inferiority and Self Esteem, Physical Illness, Grief, Singleness, Choosing a Marriage Partner.
Week 13 5 th November	Christian Counseling (3 rd Ed), Gary Collins (Part 8)	Phil Strong	Concluding Issues: What have we discovered in the course and how can we integrate it into our lives and ministries?

This unit will cover the following topics within the 13 week schedule outlined above:

Section A: Pastoral Skills and Methods (40%)

1. An introduction to aims and methods in pastoral care and pastoral counselling and their implications for Christian community.
2. Relational skills; empathy, respect, concreteness, genuineness; listening skills.
3. Equipping others; teaching, encouragement, recognition of abilities, training.
4. Mechanics of care; administration, publicity, the various settings of care, record-keeping.

Section B: Pastoral Care in Particular Situations (60%)

In the topics studied below, attention will be paid not only to the needs of those in care but the carers' own lives.

5. Pastoral care of persons with special needs, including:
 - (a) the recognition of normal and abnormal conditions;
 - (b) the mentally ill;
 - (c) handicapped and disabled persons.
6. Pastoral care of people in the following situations:
 - (a) marital disharmony and divorce;
 - (b) dying, death and bereavement; the grief process;
 - (c) depression.
7. Pastoral care of those in crises, or with chronic conditions. Candidates study two of:
 - (a) alcoholism & drug dependence
 - (b) attempted suicide
 - (c) long-term illness
 - (d) child abuse and domestic violence
 - (e) AIDS and sexually transmitted diseases
 - (f) unemployment and work related stress
 - (g) those in trouble with the law
 - (h) financial or debt-related stress
8. Community resources for pastoral care, including other helping professions; then to refer.

PC403 Assessment

ASSESSMENT TASK(S)	DESCRIPTION
<p>Assignment 1 30% of Final Grade 1500 words total</p>	<p>This assignment consists of two parts, the first of which is worth 10% of the unit total (one third of this assignment), and with the second part being worth 20% of the unit total (two thirds of this assignment):</p> <p>(a) Write a 500 word response to and evaluation of the following video, <i>16. CWF for church small groups. An overview (10:33mins)</i> which explores the application of pastoral skills in the small group context. The video can be viewed at http://livingwholeness.org/christian-wholeness-framework/who-is-the-cwf-for/church/ and is to be understood in the context of the introductory video <i>7. An introduction to the Christian Wholeness Framework (14:24mins)</i>, which can be viewed at http://livingwholeness.org/christian-wholeness-framework/what-is-the-cwf/an-introduction/</p> <p>(b) Produce a 500 word verbatim record (or as accurate as possible if relying on memory rather than notes) of a short pastoral conversation in which you have recently been involved, in which you used pastoral skills taught and modelled in this unit with respect to a particular pastoral situation.</p> <p>This should be followed by a short 500 word reflection on the interaction.</p>
<p>Assignment 2 30% of Final Grade 1500 words</p>	<p>This assignment consists of two complementary parts, which are equally weighted. Students are to:</p> <p>(a) Describe in 750 words, a situation in which they themselves have been equipped and/or mentored/coached in a Christian context, reflecting on their experience and the skills and methods employed by the mentor/coach; and</p> <p>(b) In consultation with their pastor or another suitable Christian mentor, prepare a 750 word written self-evaluation of their own capacities and potential to develop in the area of equipping others and/or Christian coaching</p>
<p>Assignment 3 40% of Final Grade 2000 words</p>	<p>In 2000 words, give a detailed response to the case study on Marriage Issues (page 157 – 161 and 267 – 268 of Collins, G. R., <i>Christian Counseling Casebook</i> (Nashville: Thomas Nelson, 2007)</p> <p>The detailed response must be supported by research into relevant literature. Students should indicate:</p> <ul style="list-style-type: none"> • What specific short term counsel and pastoral methods they would apply to the case in view. • What longer term strategies and methods might be relevant, beyond any initial conversation(s), such as use of community resources or referrals if appropriate. • Any role that might be given to the church and to church-based ministries. <p>Engagement with and application of the teaching content regarding the Christian Wholeness Framework is expected.</p>

PC603 Assessment

ASSESSMENT TASK(S)	DESCRIPTION
<p>Assignment 1</p> <p>30% of Final Grade</p> <p>2000 words</p>	<p>This assignment consists of two parts, the first of which is worth 10% of the unit total (one third of this assignment), and with the second part being worth 20% of the unit total (two thirds of this assignment):</p> <p>(a) Write a 750 word response to and evaluation of the following video, 16. <i>CWF for church small groups. An overview (10:33mins)</i> which explores the application of pastoral skills in the small group context. The video can be viewed at http://livingwholeness.org/christian-wholeness-framework/who-is-the-cwf-for/church/ and is to be understood in the context of the introductory video 7. <i>An introduction to the Christian Wholeness Framework (14:24mins)</i>, which can be viewed at http://livingwholeness.org/christian-wholeness-framework/what-is-the-cwf/an-introduction/</p> <p>(b) Produce a 500 word verbatim record (or as accurate as possible if relying on memory rather than notes) of a short pastoral conversation in which you have recently been involved, in which you used pastoral skills taught and modelled in this unit with respect to a particular pastoral situation.</p> <p>This should be followed by a short 750 word reflection on the interaction.</p>
<p>Assignment 2</p> <p>30% of Final Grade</p> <p>2000 words</p>	<p>This assignment consists of two complementary parts, which are equally weighted. Students are to:</p> <p>(a) Describe in 1000 words, a situation in which they themselves have been equipped and/or mentored/coached in a Christian context, reflecting on their experience and the skills and methods employed by the mentor/coach; and</p> <p>(b) In consultation with their pastor or another suitable Christian mentor, prepare a 1000 word written self-evaluation of their own capacities and potential to develop in the area of equipping others and/or Christian coaching</p>
<p>Assignment 3</p> <p>40% of Final Grade</p> <p>2500 words</p>	<p>In 2500 words, give a detailed response to the case study on Family Issues pages 170 – 172 and 269 of Collins, G. R., <i>Christian Counseling Casebook</i> (Nashville: Thomas Nelson, 2007)</p> <p>The detailed response must be supported by research into relevant literature. Students should indicate:</p> <ul style="list-style-type: none"> • What specific short term counsel and pastoral methods they would apply to the case in view. • What longer term strategies and methods might be relevant, beyond any initial conversation(s), such as use of community resources or referrals if appropriate. • Any role that might be given to the church and to church-based ministries. <p>Engagement with and application of the teaching content regarding the Christian Wholeness Framework is expected.</p>

Guide to Assessments

All assignments (PC403 and 603) must display an understanding of the lectures and assigned reading. Inclusion of additional interaction with journal and dictionary articles (including critical assessment) is essential.

A full Guide to each of the three assessments will be provided by the Lecturer before the first assessment item is due.

Learning resources

ESSENTIAL REFERENCES

Berkley, J. D., *Leadership Handbook of Management & Administration*. Grand Rapids: Baker, 2007.

Berkley, J. D., *Leadership Handbook of Outreach and Care*. Grand Rapids: Baker, 1994. *

Berkley, J. D. *Leadership Handbook of Practical Theology*. Grand Rapids: Baker, 1992. *

Collins, G. R. *Christian Coaching*. Rev. ed. Colorado Springs: NavPress, 2009.

Collins, G. R. *Christian Counseling*. 3rd ed. Nashville: Thomas Nelson, 2007.

Collins, G. R. *Christian Counseling Casebook*. Nashville: Thomas Nelson, 2007.

Warlow, J, *Living Wholeness* (Upper Mt Gravatt: Living Wholeness, 2010)

<http://www.christianwholeness.com/index.php/Products/Living-Wholeness/Detailed-product-flyer.html>

OTHER REFERENCES

Atkinson, D. J. & Field, D. H. *New Dictionary of Christian Ethics & Pastoral Theology*. Leicester: IVP, 1995.

Brain, P. *Going the Distance, How to Stay Fit for a Lifetime of Ministry*. Sydney: Matthias, 2004.

Donovan, K. *Growing through Stress*. Homebush West: Anzea Books, 1991.*

Farley, R. *Following Jesus & Leading People*. Central Coast & Bletchley: Scripture Union, 2004.#

Hardin, J. D., & Sloan, D. C. *Getting Ready for Marriage Workbook*. Nashville: Thomas Nelson, 1992.

Tidbal, D., *Skilful Shepherds: An Introduction to Pastoral Theology*. Leicester: IVP, 1986.*

Tidball, D., *Ministry by the Book New Testament Patterns for Pastoral Leadership*. Downers Grove: IVP, 2008.

* *These books may be difficult to purchase, but copies can be borrowed from the QTC Library.*

The author will provide this book as a pdf, which will be posted in Moodle.

SPECIALIST REFERENCES & OTHER USEFUL RESOURCES

Adams, J., *Shepherding God's Flock* Grand Rapids: Zondervan, 1975.

Atkinson, D. J. & Field, D. H., *New Dictionary of Christian Ethics & Pastoral Theology* Leicester: IVP, 1995.

Augsburger, D. W., *Helping People Forgive* Nashville: Westminster John Knox, 1996.

Baxter, R., *The Reformed Pastor* http://www.calvarychapel.org/redbarn/ref_pas.pdf

Benner, D., *Strategic Pastoral Counselling* 2nd ed.; Grand Rapids: Baker, 2003.

Bingham, G., *For Pastors and the People* Coromandel East S.A.: New Creation Publications, 1989
<http://www.newcreation.org.au/books>

Bolton, R., *People Skills* Sydney: Simon & Schuster, 1987.

Brain, P., *Going the Distance, How to Stay Fit for a Lifetime of Ministry* Sydney: Matthias, 2004.

- Buxton, G., *Dancing in the Dark: the Privilege of Participating in the Ministry of Christ* Carlisle: Paternoster, 2001.
- Capps, D., *Giving Counsel: A Minister's Guidebook* St Louis: Chalice, 2001.
- Calhoun, G. J., *Pastoral Companionship* New York: Paulist, 1986.
- Carr, W., *Handbook of Pastoral Studies* London: SPCK, 1997.
- Claypool, J. R., *The Hopeful Heart* Harrisburg: Morehouse, 2003.
- Cloud, H. & J. Townsend, *Boundaries in Marriage* Sydney: Strand, 1999.
- Collins, G. R., *Christian Counseling – Third Edition* Nashville: Thomas Nelson, 2007.
- Crabb, L.J. & Allender, D., *Encouragement: The Key to Caring* Grand Rapids: Zondervan, 1984.
- Donovan, K., *Growing through Stress* Homebush West: Anzea Books, 1991.
- Couture, P. D. & R. D. Hunter, *Pastoral Care and Social Conflict* Nashville: Abingdon, 1995.
- Craddock, A., *Beyond Rivalry* Sutherland: Hillfort, 2001.
- Culbertson, P., *Caring for God's People* Minneapolis: Fortress, 2000.
- Dann, B., *Addiction, Pastoral Responses* Nashville: Abingdon, 2002.
- Dawn, M. J., *The Unnecessary Pastor* Grand Rapids: Eerdmans, 2000.
- de Paulo, J. R., *What we Know and What You Can do about Depression* New York: John Wiley & Sons, 2002.
- Everett, C. (ed.), *Divorce and the Next Generation, Perspectives for Young Adults in the New Millennium* New York: Hawthorn, 2001.
- Fawcett, J. (ed.), *Stress, Trauma Handbook* Monrovia: World Vision, 2003.
- Friberg, N. C. & M. R. Lasser, *Before the Fall* Collegeville: Liturgical, 1998.
- Goodliff, P., *With Unveiled Face* London: Darton, Longman and Todd, 2005.
- Hardin, J. & Sloan, D., *Getting Ready for Marriage Workbook* Nashville: Thomas Nelson, 1992.
- Harvey, R. W. & Benner, D. G., *Understanding and Facilitating Forgiveness* Grand Rapids: Baker, 1996.
- Howe, L., *Comforting the Fearful* New York: Paulist, 2003.
- Hull, B., *The Disciple-Making Pastor* Grand Rapids: Baker, 2007.
- Hurley, J. B. & Berry, J. T., 'The relation of scripture and psychology in counselling from a pro-integration position.' *Journal of Psychology and Christianity* Winter 1997, pages 323-345.
- Jacobs M., *Swift to Hear* London: Darton, Longman and Todd, 1993.
- Jacobs, M., *Still Small Voice* London: SPCK, 2001.
- Kirkwood, N. A., *Pastoral Care in Hospitals* Sydney: EJ Dwyer, 1995.
- Koenig, H. G. & A. J. Weaver, *Pastoral Care of Older Adults* Minneapolis: Fortress, 1998.
- McMinn, M. R. & T. R. Phillips, *Care For The Soul: Exploring the Intersection of Psychology & Theology* Downers Grove, IL: IVP, 2001.
- Marshall, C., *The Trellis and the Vine, the Ministry Mind-Shift that Changes Everything* Sydney: Matthias, 2009.
- Meier, P. D. et al., *Introduction to Psychology and Counselling (2nd edition)* Grand Rapids: Baker, 1991.
- Moots, P., *Becoming Barnabas* New York: Alban, 2004.
- Moran, F. M., *Listening, A Pastoral Style* Sydney: EJ Dwyer, 1997.
- Shelp, E. E. & R. H. Sunderland, *Sustaining Presence, A Model of Caring by People of Faith* Nashville: Abingdon, 2002.
- Stairs, J., *Listening for the Soul* (Minneapolis: Fortress, 2000).
- TenBrook, G. W., *Broken Bodies, Healing Hearts: Reflections of a Hospital Chaplain* New York: Haworth, 2000.
- Tidball, D., *Builders and Fools* Leicester: IVP, 1999.

Warlow, J, *Living Wholeness* Upper Mt Gravatt: Living Wholeness, 2010.

Williams, D. R. & J. A. Sturzl (eds), *Grief Ministry: Helping Others Mourn* San Jose, CA: Resource, 2001.

Journals, and periodicals of value

Ames, S. (ed.), *Ministry, Society and Theology* Victoria: Bullen.

Beasley Murray, P., *Ministry Today*(Richard Baxter Institute for Ministry.

Curkpatrick, S. (ed.), *Ministry, Society and Theology* Mulgrave, Victoria: Australian Association of Supervised Pastoral Education.

Honeycutt, R. (ed.), *Review and Expositor* Louisville: Southern Baptist Theological Seminary.

Marshall, H. I. (ed.), *Evangelical Quarterly* Carlisle: Paternoster.

Nuncarrow, T. (ed.), *Ministry Digest* Unley, SA: South Australia Mediacom.

Strunk and Orlo (eds), *Journal of Pastoral Care* Kutztown: Journal of Pastoral Care.

The Marriage Act:

Marriage Act, 1961 <http://scale.law.gov.au/cgi-bin/download.pl?/scale/data/pasteact/0/44>

ACT Standards

Grades

Grades in assessment instruments are awarded in the following categories

Grade	Score	GPA
Fail (F)	0-49%	0
Pass (P)	50-57%	1
Pass+ (P+)	58-64%	1.5
Credit (C)	65-74%	2
Distinction (D)	75-84%	3
High Distinction (HD)	85+%	4