



Course number and name: CL 604 Organizational Leadership Administration

Meeting day(s) and time(s): **TBD**

Location / course delivery method: **Hybrid**

Instructor's name: **Dr. Paul L. Brown, Sr., Affiliate Faculty Member**

Instructor contact information: office location / office phone / email address

Office hours

TA name: Calesa Leach (DMIN, ED candidate, Columbia Theological Seminary)

TA contact information (662-549-1465)

Course Description

This interdisciplinary Organizational Leadership Track seeks to provide a study of the organizational and leadership principals and practices for the local church and other non-profit organizations from varying perspectives. The course will examine the Staff, Finances, Buildings, and Public Relations in the church and other organizations and integrates material from the religious and secular settings (Welch, 2011). Learners will engage in critical thinking and problem solving around significant issues with respect to church organization and leadership; leadership development, philosophy of ministry, pastor/staff relations, pastor/officer relations, pastor/member relations in addition to relationships outside of the religious arena (Welch, Massey, McKinney and Berry, Tidwell). In so doing, learners will articulate specific ways to resolve conflict as well as provide an overview of religious organizations and the leadership and management of Non-Profit Organizations.

Student Learning Outcomes

Upon completing this course, as evidence of their commitment to academic discipline and scholarship, learners will be able to demonstrate the ability to:

1. To think critically about organizational leadership
2. To identify and apply biblical passages which form a theological basis for organizational leadership within churches and other religious and non-religious bodies, administration and supervision of the local church, nonprofit organizations, and other related ministries.
3. To articulate the roles and responsibilities of the pastor and or leader of the organization, board, and officers for financial management of the local church/nonprofit organization.
4. To engage in organizational leadership ideas, procedures, and techniques to improve the effectiveness of the local church or religious organization and create a praxis of evaluation of those ideas, procedures, and techniques.
5. To articulate the general legal principles that may apply to any organization including the church, nonprofits and other organizations.
6. To articulate and apply organizational leadership theory principals.
7. To establish procedures for conducting church business in a professional and responsible way.

Required textbooks:

Massey, Floyd, Jr. and McKinney, Samuel Berry. Church Administration in the Black Perspective. Judson Press, Valley Forge, PA 2003. ISBN: 0-8170-1453-5

Tidwell, Charles A. Church Administration: Effective Leadership for Ministry. 1985, Broadman Press. ISBN: 9780805431131

Welch, Robert H. Church Administration: Creating Efficiency for Effective Ministry. 2011 B&H Publishing Group. Nashville, TN. ISBN: 978-1-4336-7377-1.

Brown, Paul L. Stress and the Pulpit. Copyright 2015 Dr. Paul L. Brown, Sr. All rights reserved. (Self-Published text, see instructor for texts.).

Other required readings and materials: TBD**Course requirements**

All assignments must be housed in Moodle, Garrett Learning Management System, <http://moodle.garrett.edu>

1. Participation in course lectures/discussions/projects
2. Successful completion of two exams (Mid-term/Final)
3. Submission of 7–10-page paper on subject matter discussed during course
4. Participation in course project

The three primary objectives to be reached in this course among those listed in the course outcome section of this Syllabus:

1. Critical Thinking which enable problem solving
2. Understanding the importance of leadership within organizations
3. The articulation of leadership theories and principals within organizations

Learners will achieve the above listed objectives through a combination of hands-on experiences via scenarios which are learner created and led as well as invited guests presentations of personal experiences in leading various types of organizations. To that end, learners will engage in the following:

1. Fictional situations which require problem solving
2. Posting thoughts on questions raised and opinions given via class lecture and discussion and responses to other learners
3. Engaging in the total process of organizational structure to include: budget preparation; staffing; organizational planning; long range/short range goal setting; implementation/evaluation of planning.

Basis for course grades

Participation (10%)
 Exams (50%)
 Term paper (20%)
 Course project (20%)

Basic Academic Policies

Include either the basic policy document approved by MDC or a link to it.

Class schedule: (Course can be condensed into four weeks)

Weekly Course Schedule

Week	Topic	Readings	Activities	Due Date
1	Meet/Greet	None	Student Intros	
2	Critical Thinking	Tidwell: Intro/Massey/McKinney: Preface	Learners will discuss critical thinking process as it relates to biblical foundations for Organizations. One page paper explaining biblical foundations for Organizations	Prior to week Three class session
3	Author's view of Church Administration	Massey/McKinney: Chapter 1; Tidwell: Chapter 1	Learners discuss potential obstacles for Administration and Organizational Leadership.	
4	The Complexity of The Black Church	Massey/McKinney: Chapter 2; Welch: Chapter 4	Learners share pros and cons of leadership styles. Two-page paper analyzing the struggles in the Black Church	Prior to session five.
5	Equipping	Tidwell: Chapters 1&2	Learners discuss how ministries and programs are developed in the Church/Organization. One page	Prior to session six.

Week	Topic	Readings	Activities	Due Date
			paper on Tidwell's understanding of "Equipping Ministry"	
6	Organizational Resources	Welch: Chapter 5	Learners begin discussion around Organizations and the resources needed to run the organization.	
7	Pastor as C.E.O	Massey/McKinney: Chapter 3	Learners create an argument for the Pastor as the CEO. One-page paper on the Pastor's role as Organization's leader/Church leader	Prior to session eight.
8	Reading(s) take aways	Tidwell: Chapters 3&4	Learners share at least five points from Tidwell Chapter 3&4. One page paper on Organization/Church planning	Prior to session nine.
9	Compare/Contrast	Welch: Chapter 6	Learners will compare and contrast organizations which practice leadership development and those who do not focus on staff and leadership. One page paper on the importance of leadership development	Prior to session ten.

Week	Topic	Readings	Activities	Due Date
10	Finances	Massey/McKinney: Chapter 4&5	Learners will respond to the question: “How should funds be managed in religious and non-profit organizations?”	
11	Importance or Organization	Tidwell: Chapter 5	Learners discuss and post thoughts on importance of organization. One page paper on Tidwell’s thoughts on Church Organization.	Prior to session twelve.
12	Budgets/Audits/Salaries	Welch: Chapter 6	Learners discuss thoughts on the importance of budgets. Develop fictional budget for Non-Profit organization which provides “Life Skills” to community residents. Budget should include: Salary for six staff persons; two volunteers (Stipend); One custodian; the Executive Director and building maintenance.	Prior to session thirteen.
13	Building structures	Massey/McKinney: Chapter 7	Learners will discuss when it is the appropriate time to build a building for	Prior to session fourteen.

Week	Topic	Readings	Activities	Due Date
			ministry. One page paper on building projects within organizations.	
14	Building vs. Long-term maintenance	Tidwell: Chapter 7	Learners will discuss their understanding of building restrictions such as Historic sites, etc.	
15	Staffing/Office protocols	Welch: Chapter 8	Learners to post thoughts on how to properly administer the main office. One page paper on the distinction between the Pastor's Office and the Administrative Office.	Prior to session sixteen.
16	Evaluating the Organization/Church	Massey/McKinney: Chapter 8	Learners will develop an evaluation instrument to be used in an Organization/Church	