

# Church Leadership and Administration

## Course Description

This course includes a study of the principles of effective leadership and administration for church-based ministries. It integrates biblical principles for church leadership with principles of organizational communication and management. Attention will be given to the dynamics of ministering in a congregational setting where there are multiple staff members. It will discuss the nature and techniques of successful ministry in such a context.

## Course Goals

In this course you will:

- Understand and embrace the responsibilities of the leaders of a church or organized ministry
- Discern the relationship and communication needed between leaders, staff, boards, and volunteers
- Understand some of the strategies a leader can use to promote unity, experience success and growth, and achieve strong synergy

## Course Objectives

By the completion of this course you should be able to:

1. State what the Bible says about the purposes of the church and the Christian mission, and what that looks like in today's world
2. Explain the related functions of the leader, leadership team, staff, board, and volunteers of a church or para-church ministry
3. Lead or serve on the staff or board of a church or ministry with excellence and unity
4. Evaluate a ministry and its components and be able to prescribe changes where there are dysfunctions
5. Identify what role you could best fulfill in a church or other ministry

## Required textbook:

\*Tumblin, Thomas F. *(AD) Ministry: The Nuts and Bolts of Church Administration*. Abingdon Press. 2017

## **Suggested texts (for further reading):**

- Strauch, Alexander. *A Christian Leaders Guide to Leading with Love*. Lewis & Roth Publishing, 2011.
- Cladis, George. *Leading the Team-based Church*. Jossey-Bass Leadership Network, 1999.
- Kouzes, James M., Barry Z. Posner. *The Truth About Leadership: The No-Fads, Heart of the Matter Facts You Need to Know*. Jossey-Bass, 2010.

## Assignments

1. Reading Report

The completion of the course reading is an important part of the course. You are expected to complete the reading prior to class for discussion purposes. You will be required to submit a reading report before the completion of the class.

**Attendance is also expected.**