PT 5000
PERSONAL ASSESSMENT AND INTRODUCTION TO MINISTRY
Summer 2014  June 27 and 28, 2014
Elmbrook Christian Study Center

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Extension Site Coordinator: Susie Berry (262) 364-5334   sberry@elmbrook.org

Catalog Description of PT 5000
Designed to assist the student in assessment of their character, temperament, talents and gifts, emotional and cultural intelligence, sense of vocational direction, and the impact of your life story for vocational ministry. Based on these assessments, students will develop a personal plan to accomplish their goals through course work and an integrative paper. Should be taken during the first or second semester of enrollment. One hour.

Course Objectives

1. That the student will become more reflective on and appreciative of the providential hand of God in their formation up to the present.

2. That the student will have a deeper awareness of their personal characteristics whether they are strengths or weaknesses.

3. That the student will have more refined ways of describing themselves to others (especially for ministry placement).

4. That the student will form some development plans to be enacted during their TEDS experience.

5. That the student will further refine their sense of vocational direction.

6. That the student will begin the process of thinking through their philosophy of ministry and have some basic awareness of the more prevalent paradigms of ministry.

Required Assessments

This course utilizes many assessment instruments, some provided by outside vendors and some generated by Dr. Sell. The assessments by outside vendors are available for fees most of which are included in your lab fee of $74 that will be charged to your student account when you register. The only assessment that you will pay the vendor directly is the Cultural Intelligence Assessment ($18 via credit card). All assessment instruments generated by Dr. Sell are free of charge for registered students. Directions as to how to access all of the assessment instruments and course materials will be provided on the course's Moodle site which access is necessary for completing this course. Barbara Briggs will provide you with the Moodle key (password) at least two weeks prior to the first class session. If you register for the course less than two weeks prior to the first class session you need to e-mail Barb Briggs at bbriggs@tiu.edu to request the Moodle key. All e-mail communication for this course will be done via your official TIU e-mail account.
Optional Text

There are no required texts for this course due to the rigorous assessment regimen required and the course readings. If you would like the insights of the *StrengthsFinder* natural talents inventory then you will need to purchase the optional text listed below.

**Tom Rath, *StrengthsFinder 2.0.* (Gallup Press, 2007)**

This book must be **purchased new** because inside it you will find the website and the code necessary to take the *StrengthsFinder 2.0* which is an online natural talent assessment instrument. If purchased used, the code will already be used and thus be invalid to access the instrument online.

Course Requirements

**Pre-Course Assignments 5% of the course grade Due on 6/27**

The following items must be completed or read prior to our first class session.

- The Keirsey Temperament Sorter II must be filled out prior to the first class session. Your Temperament Type Read-out can be downloaded via Moodle.
- BarOn EQi Emotional Intelligence Assessment
- IDAK Talent Discovery Guide online natural talents assessment
- Cultural Intelligence (CQ) Assessment
- Spiritual Gift Survey
- Christian Character Survey
- Christian Disciplines/Practices
- Skills Inventory
- Read completely “*The Life Cycle of a Leader*” by Robert Clinton and Richard Clinton
- Read completely “*A Map for Ministry*” by Phillip W. Sell

The student must download (from Moodle site) and fill out a hard copy of the "Pre-Course Assignment Completion" sheet to submit to Dr. Sell during the first class session to get credit for your pre-course assignments completed.

**Life Line Narrative 50% of the Course Grade Due on 7/28**

Your *Life Line* assignment summarizes the providential work of God in your life up until the present. It is generated by following the process guidelines provided in *Life Line: An Exercise in Spiritual Biography* found on the course Moodle site. Following the process outlined in that paper will give you plenty of insights to include in your 6-8 page narrative (double spaces, 12 point font). Points will be deducted for going beyond the page limits.

Be sure to include in your narrative insights from Dr. Robert Clinton's Emergent Leadership Theory (Phases, Boundary Conditions, and especially Processing Items). You might also want to consider sprinkling some insights from the Digging Deeper questions which were in Appendix B of your *Life Line* guidelines. You will not submit any formal answers to those questions, but it is hoped that some of them might spark some insights into your life story and thus would be woven into your narrative. Not all of the Digging Deeper questions will be relevant for each student, but at least one (and usually multiple questions) will yield insights by pondering the questions in light of all the other processes for preparing your *Life Line.*
Personal Profile  5% of the Course Grade  Due on 7/28

The Personal Profile Template found on the course Moodle site summarizes all of your assessment insights on a few pages that Dr. Sell can use to give you feedback. Note that each section of the Profile has a specific assessment instrument that is to be used for that section of the Personal Profile. Note that only MDiv students need to fill out the PEPQ section of the Personal Profile that is administered by TIU's Counseling Office. Filling out the Profile completely and correctly accounts for 5% of your grade.

Response Paper  10% of the Course Grade  Due on 7/28

The Response Paper is a two-page, double-spaced, 12 point font, paper addressing the three questions listed below:

- How would you describe the 3-5 dominant "threads of gifts/talents that you see woven through your Personal Profile and that you believe will be central to your future ministry. These "threads" will be woven through multiple assessment instruments under different names but referring to a single area of talent or gifting. The threads can be seen in instruments such as the Talent Discovery Guide, Spiritual Gifts Inventory, etc.

- How would you describe your major weaknesses that have the potential to diminish or derail your ministry? These could be character flaws, temperament characteristics, specific sins, or tendencies to avoid. Describe them in your own words and how they are manifest in your life.

- Give a statement as to your current sense of vocational calling. Are you called to vocational ministry? Does your calling have a specific focus at this juncture in your life?

Goals and Development Plans  30% of Course Grade  Due on 7/28

You will identify four goals each of which will have a development plan with 5-8 specific steps to move you towards accomplishing your goal. To facilitate developing your goals you should use the "PT 5000 Goals and Development Plans Template" found on the course Moodle site. If you are wondering about what goals to develop, go back to your Response Paper and look for talents/gifts which can be developed into ministry strengths or look at weaknesses that need to be addressed. **MDiv students should note that their goals should be selected from each of the four MDiv outcome domains. In other words there should be one goal for each of the four MDiv outcomes domains.** Students in other academic programs can choose goals without reference to the MDiv outcome domains. Plans will be evaluated as to how concretely and completely they address the goal. The timeframes for completing goal steps may be either sequential or overlapping.

Grading Scale

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<thead>
<tr>
<th>Grade</th>
<th>Points</th>
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<tbody>
<tr>
<td>A</td>
<td>100-93</td>
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<tr>
<td>A-</td>
<td>92-90</td>
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<tr>
<td>B+</td>
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<td>C+</td>
<td>79-78</td>
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<tr>
<td>C</td>
<td>77-73</td>
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<td>C-</td>
<td>72-70</td>
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<td>D+</td>
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<tr>
<td>D</td>
<td>67-63</td>
</tr>
<tr>
<td>D-</td>
<td>62-60</td>
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Six to ten points will be deducted from your final course grade for any portion of the first week that the final assignments are past the due date. Another six to ten points will be deducted for any portion of a second week that the final assignments are past due. I do receive late work but with deductions that do impact the grade. If you do your assignments completely and on time you have a very good chance of getting a good grade for the course. Assignments are considered "on time" if submitted by midnight of the posted due date. Late penalties start accumulating after midnight of the due date. Do not submit your work until all assignments are done.
Submitting Assignments

The Pre-Course Assignments Completion Form will be collected during the first class session. The remaining assignments are all due on the same date at the end of the course as posted in this syllabus. These final assignments consist of the following

1) The 6-8 page Lifeline Narrative
2) The filled out Personal Profile
3) The two-page Response Paper
4) Four goals each with a development plan

Each of these (four) files should be submitted to Barb Briggs bbriggs@tiu.edu bundled together as PDF attachments in a single e-mail to Barb. Identify the e-mail as "PT 5000 Assignments" including the semester and course section if taken at the Deerfield campus (for instance "PT 5000 Assignments sec. 03 Spring 2013"). Extension sites would identify the e-mail as "PT 5000 Assignments" and the location of the extension site (for example "PT 5000 Assignments Akron 2013"). Barb will not be reading the contents of your PDF attachments but she will organize the assignments for Dr. Sell to grade and give feedback.

Dr. Sell will read your files and submit a course grade and feedback to you via the e-mail address from which you sent your assignments to Barb. After grading your work Dr. Sell will delete your files to protect confidentiality. You should archive your files since we will not keep them on file.

In addition MDiv students must upload your Development Plan and Personal Profile into your TaskStream account. If you have questions about how to do this contact Kati Tetour (ktetour@tiu.edu or x8125) in the MDiv Office.

An Offer

If after you have received your assignment feedback from Dr. Sell you would like to interact with him privately about his feedback, you can arrange for a consultation with Dr. Sell either via phone or in person (preferable). These sessions are not for disputing grades but for personal insight! The consultation can be scheduled through Barb Briggs. To prepare for this consultation Dr. Sell will need you to send to him via e-mail (psell@tiu.edu) your Personal Profile and the feedback he sent you when he graded your coursework. This should be submitted to Dr. Sell no later than the day before your consultation. This is an offer not a requirement of the course.

Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic(s)</th>
<th>Assignments Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/27</td>
<td>Syllabus, Life Line Process, Foundational Concepts Sick Side of Leadership</td>
<td>Pre-Course Assignments due</td>
</tr>
<tr>
<td>6/28</td>
<td>Emergent Leadership Theory Temperament, Natural Talents Emotional Intelligence and Cultural Intelligence Philosophy of Ministry, Models of Ministry</td>
<td>Work on Life Line</td>
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