LD403 Leadership Essentials
Online Course Syllabus

I. Course Description

This course is focused on the student as a leader in children's ministry, who is constantly growing and maturing in his or her walk with the Lord and with others. The course examines biblical principles for leadership and the personal qualities essential for a good leader. Through the DISC inventory, students will gain insights into the behavioral patterns that shape their leadership styles. In addition, emphasis is placed on interpersonal relationships, conflict management and communication skills necessary for effective ministry.

II. Rationale

Leading a ministry is more than activity. It is being! The Christian leader must be constantly growing and maturing in his walk with the Lord and with others. Since it has been determined that to a large extent the success of any ministry depends on the leader, it is necessary for those already involved in ministry or those considering it, to examine biblical principles for leadership and the personal qualities essential for a good leader. In addition, emphasis is placed on building relationships, time management, communication skills and managing conflict necessary for effective ministry.

III. Instructional Methods

Individual assignments and community forum discussions allow the student to interact with the curriculum on both a personal and interpersonal level. During the course, the student will meet with a mentor to allow the student to understand the qualities necessary for an effective leader and further develop a personal leadership development plan.

IV. Learning Outcomes

By the conclusion of this course the student will:

- Discuss leadership topics in the forum.

- Examine his or her personal leadership development as it relates to the course content in each module posting reflective summaries in journal entries.

- Create a personal leadership development plan designed to promote his or her development as a Christian leader over the next year.

V. Module Learning Outcomes

Module One

1. The student will discuss leadership traits of successful Christian leaders in the forum.

2. The student will examine his or her own personal leadership development as it pertains to the biblical leadership principles in this module posting a reflective summary in a journal entry.
3. The student will create a plan to achieve a goal related to the course content that will promote his or her development as a Christian leader posting the plan in a journal entry.

Module Two

1. The student will discuss leadership principles as they relate to his or her ministry area in the forum.
2. The student will examine his or her own personal leadership development as it pertains to the biblical leadership principles in this module posting a reflective summary in a journal entry.
3. The student will create a plan to achieve a goal related to the course content that will promote his or her development as a Christian leader posting the plan in a journal entry.

Module Three

1. The student will describe three insights that will help him/her interact more effectively with others.
2. The student will describe his or her personality traits and spiritual gifts as they relate to ministry in a journal entry.
3. The student will create a plan to achieve a goal related to the course content posting the plan in a journal entry.

Module Four

1. The student will discuss in the forum important leadership skills shared during the meetings with mentors.
2. The student will examine his or her own personal leadership development as it pertains to interpersonal relationships posting a reflective summary in a journal entry.
3. The student will formulate a plan which relates to the course content in this module that will promote his/her development as a Christian leader posting the plan in a journal entry.
4. The student will assess the first half of his or her personal leadership development plan.

Module Five

1. The student will describe, analyze and propose solutions to communication problems in the forum.
2. The student will examine his or her own personal leadership development as it relates to communication posting a reflective summary in a journal entry.
3. The student will create a plan related to communication skills that will promote his or her development as a Christian leader posting the goal and the plan in a journal entry.

Module Six

1. The student will describe, analyze and discuss conflict scenarios.
2. The student will examine his/her personal leadership development as it relates to the use of conflict management styles posting a reflective summary in a journal entry.
3. The student will create a plan related to use of conflict management styles that will promote his/her development as a Christian leader posting the plan in a journal entry.

Module Seven

1. The student will discuss in the forum reasons why it is difficult to maintain a dynamic devotional life and propose ways to improve others' devotional lives.
2. The student will examine his or her own personal leadership development as it relates to his or her devotional life posting a reflective summary in a journal entry.
3. The student will create a plan related to the course content that will promote his or her development as a Christian leader posting the goal and the plan in a journal entry.

Module Eight

1. The student will share three important leadership principles discussed with the mentor in the forum.
2. The student will examine his or her own personal leadership development as it relates to time management skills posting a reflective summary in a journal entry.
3. The student will create a plan to achieve a goal related to time management that will promote his or her development as a Christian leader posting the plan in a journal entry.
4. The student will assess and finalize the personal leadership development plan that will promote his or her development as a Christian leader.

Sequence of Activities

Module One
☐ Assignment 1.1 Part 1: Forum Discussion - DUE FRIDAY
☐ Course Content: Read Assigned Text
☐ Assignment 1.2 Part 1: Forum Discussion - DUE FRIDAY
☐ Watch Interpersonal Relationships: Part 1
☐ Watch Principles of Christian Leadership: Parts 1 - 4
☐ Assignment 1.1 Part 2: Forum Response - DUE MONDAY
☐ Assignment 1.2 Part 2: Forum Response - DUE MONDAY
☐ Assignment 1.3: Principles of Christian Leadership Journal Entry - DUE MONDAY

Module Two
☐ Course Content: Read Assigned Text
☐ Assignment 2.1 Part 1: Forum Discussion - DUE FRIDAY
☐ Watch Interpersonal Relationships: Part 2
☐ Watch Principles of Christian Leadership: Parts 5 - 8
☐ Assignment 2.1 Part 2: Forum Response - DUE MONDAY
☐ Assignment 2.2: Principles of Christian Leadership Journal Entry - DUE MONDAY

Module Three
☐ Assignment 3.1: Complete Personality Analysis
☐ Watch Funbook Presentations: How to Understand Yourself and Others
☐ Watch Spiritual Gifts: Parts 1 and 2
☐ Assignment 3.2 Part 1: Forum Discussion - DUE FRIDAY
☐ Watch Interpersonal Relationships: Part 3
☐ Assignment 3.2 Part 2: Forum Response - DUE MONDAY
☐ Assignment 3.3: Personalities and Spiritual Gifts Journal Entry - DUE MONDAY
☐ PLAN AHEAD: CONFIRM MEETING WITH MENTOR

Module Four
☐ Assignment: Meet with Mentor - DUE FRIDAY
☐ Assignment 4.1 Part 1: Forum Discussion - DUE FRIDAY
☐ Watch Interpersonal Relationships: Parts 4 and 5
☐ Watch Christian Worker: Parts 1 and 2
☐ Assignment 4.1 Part 2: Forum Response - DUE MONDAY
☐ Assignment 4.2: Interpersonal Relationships Journal Entry - DUE MONDAY
☐ Assignment 4.3: Submit Personal Leadership Development Plan Part 1

Module Five
☐ Watch Communication Principles: Parts 1 - 4
☐ Assignment 5.1 Part 1: Forum Discussion - DUE FRIDAY
☐ Watch Communication Principles: Parts 1 - 4
☐ Assignment 5.1 Part 2: Forum Response - DUE MONDAY
☐ Assignment 5.2: Communication Principles Journal Entry - DUE MONDAY

Module Six
☐ Course Content: Read Managing Conflict Creatively
☐ Assignment 6.1 Part 1: Forum Discussion - DUE FRIDAY
☐ Watch Managing Conflict: Parts 1 - 5
☐ Assignment 6.1 Part 2: Forum Response - DUE MONDAY
☐ Assignment 6.2: Complete Conflict Management Style Survey
☐ Assignment 6.3: Conflict Management Journal Entry - DUE MONDAY

Module Seven
☐ Assignment 7.1 Part 1: Forum Discussion - DUE FRIDAY
☐ Watch Leader's Devotional Life: Parts 1 - 4
☐ Assignment 7.1 Part 2: Forum Response - DUE MONDAY
☐ Assignment 7.2: Leader's Devotional Life Journal Entry - DUE MONDAY

Module Eight
☐ Assignment: Meet with Mentor - DUE FRIDAY
☐ Assignment 8.1 Part 1: Forum Discussion - DUE FRIDAY
☐ Assignment 8.2: Complete Time Management Evaluations
☐ Watch Time Management: Parts 1 - 4
☐ Assignment 8.3: Time Management Journal Entry
☐ Assignment 8.1 Part 2: Forum Response - DUE MONDAY
☐ Assignment 8.4: Submit Personal Leadership Development Plan - DUE MONDAY

VI. Course Materials

A. Textbooks

Henry and Richard Blackaby, *Spiritual Leadership.* Nashville, TN: B&H Publishing Group, 2011.

J. Oswald Sanders, *Spiritual Leadership.* Chicago: Moody Publishers, 2007.

Ken Sande, *The Peacemaker: A Biblical Guide to Resolving Personal Conflict*. Grand Rapids, MI: Baker Books, 2004.

B. Class notes

VII. Attendance/Participation

Students should anticipate spending about 12 - 15 hours per week on course activities and assignments. All assignments including forum posts must be posted or submitted by midnight Central Standard Time (CST) of the day the assignment is due. Due to the fact that this is an interactive course requiring feedback from other students, submitting assignments late affects not only that student but the other classmates and their learning as well. Failure to submit any assignment on time will result in a grade reduction. In cases where the student consistently misses assignment due dates, the student may be withdrawn from the course without remuneration.

In the case of an emergency or other extenuating circumstance, students should contact their online instructor before the assignment is due and make arrangements for late submission of an assignment.

Participation on the forum and in live chats should be characterized by Christian courtesy. You may disagree with another student's (or instructor's) point of view, but please do so with respect for one another. Please read the Communication section of the student handbook for more details about communication expectations.

This course will require two meetings with a mentor. These meeting times will enable the student to discuss important leadership qualities found in effective leaders. The mentor will also help the student to assess the goals and activities that are a part of the Personal Leadership Development plan.

VIII. Grading System

During each module, there will be activities and assignments that must be completed. The text reading, presentations and activities are designed to provide information needed to complete the assignments. Students may need to do additional research as well.

All assignments will be graded. Each assignment will earn points that will determine the final course grade. Be sure to refer to the grading rubrics for each assignment to see how each assignment will be graded. All assignments must be completed in order to pass the course.

Assignment	Percentage
Forums	30%
Journal Entries	30%
Personal Leadership Development Plan	40%

Grading Scale

Percent	Grade	GPA
95-100	A	4.0
93-94	A-	3.7
91-92	B+	3.3
87-90	B	3.0
85-86	B-	2.7
83-84	C+	2.3
79-82	C	2.0
77-78	C-	1.7
75-76	D+	1.3
72-74	D	1.0
70-71	D-	.7