Foundations of Institutional Ministry and Chaplaincy
August 5, 2013 – August 9, 2013 3 Sem. Hours
Alan T. Baker, D. Min.

Course Description:

This course provides an overview of the nature and history of institutional ministry, including the chaplaincy’s identity, purpose, and functional roles. You will examine the biblical and theological foundations of a ministry of presence, which often comprises the core of chaplaincy ministry. You also will review the various types of chaplaincy ministry and explore their commonalities, distinctives, and expectations.

Additionally, the course will develop a professional comprehensive range of biblical-theological knowledge, skills and abilities for ministry leadership in Chaplaincy. Supplemental areas of expertise will be introduced at a basic level focusing on specialized skills in pastoral, caregiver and emotional/spiritual support for a Chaplain. The emphasis is to develop a basic understanding of how chaplaincy has the opportunity to impact organizations with the Gospel message in military, institutional and organizational communities.

Course Objectives: At the conclusion of this course each student will be able to…

1. Logically communicate a Christ centered theology of Chaplaincy based on Biblical-theological principles.
2. Clearly articulate the nature of Chaplaincy ministry with respect to its origin (history), identity, and purpose.
3. DEFINE Calling, Nature, Character of Chaplaincy, Chaplains as Ministry Professionals, Ministry of Presence, Servant Leadership and Visionary Leadership
4. DEFINE and EXPLAIN Pastoral Care in Chaplaincy
5. KNOW and EXPLAIN the Constitutional and Legal Mandates Governing Chaplaincy.
6. DEFINE and EXPLAIN the Chaplain as the Moral Conscience of the Institution/Organization.
7. DEFINE Chaplain Self Care, Misconduct, Personal Boundaries, and Safety Issues.
8. IDENTIFY, DEFINE, DESCRIBE and UNDERSTAND the 8 areas of Chaplaincy as it pertains to Culture, Customs, Ethos, Setting, and Education and Training Requirements.

Required Course Textbooks:

Recommended Course Textbooks:
**Course Requirements:** Reading, Writing, Discussion, and Assignments:

**Day 1:**  **The Foundations of Chaplaincy**  
The Call to Ministry  
The Call of Chaplaincy  
Introduction to Types of Institutional Ministry  
Advantages and Challenges of Institutional Ministry  
1st Writing Assignment Due: 2 page double spaced review for each REQUIRED course textbook

**Day 2:**  **The Chaplain as Provider**  
Who Identifies with you?  
Critical Components of Your Faith Group  
Staying Connected with Your Faith Group  
Introduction to Leadership and the Leadership triangle  
Leadership and Management – Healthy Organizational Development  
Discovering Authority and Authority from Influence  
Credibility and Access

**Day 3:**  **The Chaplain as Facilitator**  
Who Don’t You Identify With?  
Constitutional Basis  
Leading Beyond Words: The Theology of Leading from Wounds  
Leading Within the Government and Social Sector  
Working With Your Supervisor

**Day 4:**  **The Chaplain as Caregiver**  
Types of Counseling  
Critical Counseling Questions  
Cycle of Chaplain Stress and Burnout  
Confidentiality  
Class Activity – Role Play  
Your First 90 Days  
Becoming a Leader of No Reputation

**Day 5**  **The Chaplain as Advisor**  
Prophetic Voice  
Leadership Lessons  
Crucial Conversations  
Spouse/Family Integration into Institutional Ministry  
2nd Writing Assignment Due: Develop a Theology of Chaplaincy, (7 full pages double spaced, fully documented sources).

Interview Research & Reflections  
3rd Writing Assignment “Interview Research & Reflections”  
Due Friday following end of class  
(7 full pages double spaced, fully documented sources)
Grading Scale:

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Graded Events

- Book Reviews: 25%
- Class Participation: 25%
- Theology of Chaplaincy Paper: 25%
- Interview Research & Reflections: 25%

**3rd Writing Assignment Due Friday following end of class**
(7 full pages double spaced, fully documented sources)

Course Workload

- Class: 40 Hours
- Readings and Reflections: 40 Hours
- Interviews: 20 Hours
- Theology of Chaplaincy: 30 Hours

**Total 130 Hours**

Academic Integrity Policy:

Students are expected to uphold the highest standards of academic integrity with regard to their own work. Obtaining assistance in the form of support, editing, or discussion from a GA or one’s peers is allowed for vignette assignments and papers.

Plagiarism is using others’ ideas and words without clearly acknowledging the source of that information. To avoid plagiarizing, you must give credit whenever you use:

- another person’s idea, opinion, or theory
- any facts, statistics, graphs, drawings
- any pieces of information that are not common knowledge
- quotations of another person’s actual spoken or written words
- paraphrase of another person’s spoken or written words

Plagiarism, regardless of intent, is the presentation of words or ideas of another as one's own. When sentences, ideas, conclusions, examples, and/or organization of an assignment are borrowed from a source (a book, an article, another student's paper, tapes, etc.) without acknowledging the source, this constitutes plagiarism. Plagiarism and cheating will result in academic penalty, which may include failure of the assignment or of the course. Further disciplinary action may also result. If a student self-reports impropriety or cheating, the situation can be better assessed and ameliorated on a case-by-case basis.
Lateness Policy:

In an effort to develop high professional standards, no late work will be accepted unless prior arrangements with the professor have been made. All requests for extensions must be made via email (or otherwise in writing) at least one week prior to the due date for the work. No late work will be accepted unless the circumstances are dire and unusual. In order to make up work you first must have an excused absence with appropriate documentation from a physician, an attorney, or a law enforcement agency.

If you miss a class, for whatever reason, you are responsible for finding out from a classmate what material was covered and what homework was assigned. Do not email me concerning what you missed; consult the course schedule or speak with a classmate to obtain notes or assignment information. Additionally, you cannot submit assignments late because you missed the class period when the assignment was given or when the assignment was due.

Unless otherwise noted, all assigned work is due at the beginning of class on the date they are due! Emailed copies when accepted will be based on the time stamp of the email sent with the attachment.
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<tr>
<td>8-9</td>
<td>Course overview Priors in the class</td>
<td>The chaplain as provider/priest - intro</td>
<td>The chaplain as facilitator/coordinator - intro</td>
<td>The chaplain as caregiver/social server - intro</td>
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<td>The call to ministry Proactive – confirmation Searching your motivations (see MacDonald p.44)</td>
<td>Who identifies with you?</td>
<td>Types of counseling Critical counseling questions Cycle of chaplain stress and burnout</td>
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<td>The call of ministry Responsive - affirmation</td>
<td>Who don’t you identify with?</td>
<td>Prophetic voice of chaplain to the institution.</td>
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<td>Critical components of your faith group – your endorser and church</td>
<td>Constitutional basis</td>
<td>Confidentiality Privileged Communication</td>
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<td>Staying connected with your faith group</td>
<td>Leading beyond words and works: the theology of leading from wounds</td>
<td>Blues Baker University – Top 5 lessons learned</td>
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<td>Class activity – role play (CNN Helo; Provost Marshall &amp; Tent in desert)</td>
<td>Crucial conversations</td>
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<td>Institutional ministry - types</td>
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<td>1-2</td>
<td>Institutional ministry – advantages</td>
<td>Skype – provider (Officer’s Christian Fellowship)</td>
<td>Skype – facilitator (Jewish / Roman Catholic)</td>
<td>Skype – advisor (line or industry)</td>
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<td>Difference between institution and church</td>
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<td>intro to leadership management</td>
<td>Leading within the government and social sector</td>
<td>Your first 90 days</td>
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<td>2-3</td>
<td>Institutional ministry - advantages</td>
<td>Authority from influence. Credibility and access (ribbons and rank)</td>
<td>Working with your supervisor. Performance appraisals and 360s.</td>
<td>Blues Baker University – The rest of the story</td>
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<td>3-4</td>
<td>Institutional ministry - challenges</td>
<td>Becoming a leader of “no reputation”</td>
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<td>Spouse/family integration in institutional ministry. Difference between church and institution on family (no 2 for 1) Army Brat/Navy Jr but no PK</td>
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<td>HOMEWORK</td>
<td>Interview hospital or campus chaplain</td>
<td>Interview marketplace chaplain</td>
<td>Interview other faith group leader</td>
<td>Interview chaplain family</td>
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