



PT 5000 - Personal Assessment and Introduction to Ministry (1 cr.)

Madison Extension

Fall Semester 2011

September 23-24

Friday, 6:30 - 9:30 PM; Saturday 8:30 AM – 4:30 PM

Phil Sell, PhD

psell@tiu.edu; 847.317.8031

Appointments with Dr. Sell can be made through Barbara Briggs (x8030) bbriggs@tiu.edu

**Extension Site Coordinator: Brandon Ellis 608-836-3236 x155
bellis@highpointchurch.org**

Catalog Description of PT 5000

Designed to assist in personal assessment of character, temperament, talents, abilities and gifts, ministry and relational skills, sense of call to ministry and other traits relevant to 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 calling in ministry before the Lord.
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 Texts

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

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

A PT 5000 *Resource Packet* of course materials must be picked up at the Office of Supervised Ministries (or your Extension Office if the course is not being taken at the Deerfield campus) at least ten days prior to class. The packet will include some articles, handouts, and assessment instruments that are used during the class. Some readings and assignments must be done prior to the first class session. There is a \$55.00 course fee for the

Resource Packet. Checks for the resource packet may be made out to “TEDS” and given to the extension site coordinator upon pickup.

Course Requirements

Pre-Course Assignments 5% of the course grade

Due on 9/23

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

- The Keirsey Temperament Sorter II must be filled out in the week prior to the first class session. **Your four-letter temperament type must be given to the Extension site coordinator by the Tuesday before our first class session.** This allows your instructor to bring a description of your temperament type to the first class session.
- BarOn EQi Emotional Intelligence online assessment by the Tuesday prior to first class session.
- Talent Discovery Guide online natural talents assessment by the Tuesday prior to first class session.
- StrengthsFinder online natural talents assessment via the website and code provided in the course textbook. Be sure to have read the sections in Tom Rath’s *StrengthsFinder 2.0* corresponding to your five signature talents. You are not required to read the rest of the book for the course, but are encouraged to read it later, at your leisure.
- Read completely “*The Life Cycle of a Leader*” by Robert Clinton and Richard Clinton (on Moodle site)
- Read completely “*A Map for Ministry*” by Phillip W. Sell (on Moodle site)

During the first class session Dr. Sell will collect the “Pre-Course Assignment Completion” sheet that can be found in your course packet.

Life Line Narrative 50 % of the course grade

Due on 10/24

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* that can be located on the green sheets in your packet and on the course Moodle site. Following the process outlined in 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* green sheets. 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 10/24

All assessment items have a section to fill out in the Personal Profile (blue sheets). Thus the Personal Profile summarizes the results of the various assessment instruments and gives Dr. Sell a summary of the insights gained from those assessment instruments in preparation for feedback to you. Note that only MDiv students are required to give feedback from their PEPQ assessment provided by TIU’s Counseling Office.

Response Paper 10% of the Course Grade

Due on 10/24

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 StrengthsFinder, *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 10/24

You will submit 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. You will use a separate template for each of your four goals. 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.** Note that the Template has a section where you can check which of the MDiv Outcome domains is being addressed by a particular goal. Students in other academic programs can choose goals without reference to the MDiv outcome domains. Sample Goals and Development Plans can be found on the course Moodle site. 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.

All of the above assignments should be submitted together in a manila envelope with a re-sealable clasp. If the assignment will be returned to you via campus mail, then be sure that your name and mailbox number are on the manila envelope. Campus mailboxes do not require postage. If the assignments must be returned to you off-campus via the US Postal Service, you must include another manila envelope with your return address and adequate postage to mail it from the Trinity campus back to you. Failure to have adequate return postage will cost you a half grade off of your course grade and may entail not having your course work returned to you. Mail your assignments to:

**Dr. Philip Sell
Trinity Evangelical Divinity School (Supervised Ministries)
2065 Half Day Road
Deerfield, IL 60015**

MDiv students should note that the Response Paper and your Goals and Developmental Plans should be bundled into a document and submitted as an artifact to your MDiv Portfolio entitled "Personal and Professional Development Plan." For questions concerning the MDiv Portfolio contact the MDiv Office in the Rodine Building.

Grading Scale

A = 100-93	A- = 92-90	
B+ = 89-88	B = 87-83	B- = 82-80
C+ = 79-78	C = 77-73	C- = 72-70
D+ = 69-68	D = 67-63	D- = 62-60

Late assignments will be penalized a full letter grade for any portion of the first week that they are late. Any portion of a second week will reduce the grade another full letter grade and so on. Any assignment not turned in will result in a zero that will have devastating

consequences for your grade. *“On time” means that the postmark on your mailing packet is on or before the assignment due date.*

Your professor is extending an open invitation to any student in the class to schedule an appointment to discuss the insights you have gained in this class or to help chart your future. You can request a “Vision Interview” with my Administrative Assistant, Barb Briggs, at extension 8030 to schedule an appointment. Be sure to bring your Personal Profile to that appointment. Do not schedule this appointment prior to receiving back all your graded assignments from the course.

Course Schedule

Friday Evening, September 23

Syllabus
Life Line Process
Foundational Concepts
Sick Side of Leadership
Leadership Development
Pre-course assignments due

Saturday, September 24

Emergent Leadership Theory
Emotional Intelligence
Temperament
Natural Talents
Philosophy of Ministry
Models of Ministry
Character Development

Tuesday, October 24

Life Line Assignment Due
Profile and Response Due
Goals and Development Plans Due