

License for Pastoral Ministry Curriculum

Required Textbooks

- *The United Methodist Hymnal*. Nashville: The United Methodist Publishing House, 1989. ([ISBN 9780687431328](#))
- *The United Methodist Book of Worship*. The United Methodist Publishing House, 1992. ([ISBN 9780687035724](#))
- *The Book of Discipline of the United Methodist Church 2012*. Nashville: The United Methodist Publishing House, 2013. ([ISBN 9781426718120](#))
- Harrelson, Walter J., ed.; *The New Interpreter's Study Bible*. Nashville: Abingdon Press, 2003. ([ISBN 9780687278329](#))
- *Licensing School Required Text: ([ISBN 9780687654826](#))* The Licensing School books include the list of books below that can be purchased as a bundle from Cokesbury.
 - Killen, Jr., James L. *Pastoral Care in the Small Membership Church*. Nashville: Abingdon Press, 2005.
 - Guthrie, Clifton F. *From Pew to Pulpit*. Nashville: Abingdon Press, 2005.
 - Hickman, Hoyt. *Worshipping with United Methodists*. Nashville: Abingdon Press, 2007.
 - Tyson, John. *Administration in the Small Membership Church*. Nashville: Abingdon Press, 2007.
 - Tye, Karen B. *Christian Education in the Small Membership Church*. Nashville: Abingdon Press, 2008.

Curriculum Topics

United Methodist Tradition

A local pastor needs to be grounded in UM tradition and able to articulate and live out of that tradition in the local church and world. Instructors in the area of UM Tradition should review the disciplinary questions asked of those seeking ordination and full membership. This sets the context for understanding the knowledge and skill sets outlined below (§324.9).

Knowledge: Develop an understanding of the Wesleyan Quadrilateral.
Skill: Know the distinction of the four components.
Skill: Develop an ability to use the quadrilateral in articulating one's own theology.
Resource: Discipline ¶104.Section 4 - Our Theological Task

Knowledge: Develop an awareness of the distinctive Wesleyan Beliefs.
Skill: Appreciate the differences between Wesleyan doctrines and other Christian traditions.
Skill: Develop a working awareness of Wesley's prevenient, justifying, and sanctifying grace.
Skill: Connect the theology of an individual's personal "call to ministry" and how it is developed from the moment of salvation into a life of discipleship.

Knowledge: Begin to learn UM history.
Skill: Review early Methodist history and examine its connection with ecumenical history.
Skill: Express the relationship of works of mercy and works of piety.
Resources: Discipline ¶102. Section 1 - Our Doctrinal Heritage
Discipline ¶103. Section 3 - Our Doctrinal History

Additional Recommended Resources:

- Methodism 101 - General online introduction to Methodism for everyone
- Belief Matters: United Methodism's Doctrinal Standards, Charles Yrigoyen
- John Wesley: Holiness of Heart and Life, Charles Yrigoyen

Public Worship/Liturgy

Knowledge: The forms, purposes, and theology of ritual, liturgy, and music, the basic elements in The United Methodist Hymnal and The Book of Worship.
Skill: Use liturgy effectively as it relates to the liturgical year, special services, or community occasions, with demonstrated sensitivity to the needs of the congregation.
Skill: Select hymns and other music to use in the service, and explain the reason for selection and appropriate use in worship.

Baptism

Knowledge: Understand the sacrament of baptism in the UM tradition, including the work of God in infant baptism and confirmation.
Skill: Communicate an understanding of God's role in baptism, including infant baptism, believer baptism, and confirmation.
Skill: Understand and demonstrate the ability of conducting a service of baptism, related to the various modes of baptism and to the different ages of baptismal recipients.

Holy Communion

Knowledge: Understand Holy Communion as a means of God's grace.
Skill: Demonstrate an understanding of this sacrament and an open table with Christ as the Host.
Skill: Demonstrate an understanding of the practical matters of conducting a service of Holy Communion.

Weddings

Knowledge: Awareness of the elements involved in premarital consultation, wedding rehearsal, and the service of Christian Marriage as indicated in resources provided by the church.
Skill: The ability to discuss openly and to enable others to discuss the issues relating to the marriage covenant, as well as the liturgy and symbolic ritual of the ceremony.
Skill: Demonstrate an understanding of the practical matters of conducting a wedding.

Funerals and Memorial Services

Knowledge: Understand the preparation, purpose, form, and content of the funeral or memorial service as well as pastoral understanding of the local situation.
Skill: Develop and identify passages of scripture, music and prayers for use in the service, employing the Book of Worship.
Skill: Identify and understand the practical performance of a funeral or memorial service, including liturgical and professional attire and proper funeral conduct.
Skill: Identify places in which family members and others can participate in the service.

Preaching

Paul wrote to the Romans: "but how are they to call on one in whom they have not believed? And how are they to believe in one of whom they have never heard? And how are they to hear without someone to proclaim him? And how are they to proclaim him unless they are sent" (Romans 10:14, 15a)?

Knowledge: Understand the significance of preaching in worship and its biblical and theological basis.

Skill: Clearly state the purpose of preaching: namely, to make the Word of God alive in the context of a congregation and to invite a transformational response.

Skill: Demonstrate a disciplined life of prayer, study, and meditation on the scriptures.

Knowledge: Understand various methods of selecting sermon topics for consideration in preaching the whole Bible, as well as caring for special days and concerns in the life of the congregation or larger community.

Skill: Demonstrate an ability to create a preaching plan for a liturgical season, a lectionary series, and/or current events affecting the congregation's life.

Skill: Choose a subject and Biblically reflect upon how it could be used in a sermon.

Skill: Produce a sermon that demonstrates an organized structure.

Knowledge: Understand some essentials of sermon delivery including voice, tone, gestures, posture, etc., as well as the appropriate use and limitations of video and computer graphics.

Skill: Distinguish the posture, tone, and language which communicates acceptance and warmth and those which communicate rejection and hostility.

Skill: Receive and give constructive critical evaluations of the sermon delivery.

Knowledge: Know that preaching should invite the listener into a healing relationship with God and the Christian community.

Skill: Demonstrate in a sermon appropriate use of life experience.

Leadership and Administration

The pastor is the servant leader of a local church -a complex organization no matter what the size. The organization of the UMC is contained in the Discipline, particularly Part IV, which describes the ministry of all Christians, and Part VI, Chapter One, which describes the organization of the local church. Local pastors do not have to be experts in the Discipline. It is important, however, to know how to refer to the Discipline when organizational questions arise.

Knowledge: The call to servant leadership is lived out through various leadership styles which are natural and appropriate to different persons in different situations.

Skill: Develop a consciousness of the servant leadership style of Jesus.

Skill: Understand and name one's strengths and weaknesses and the impact of those traits on leadership style.

Knowledge: Develop an awareness of the polity, structure and connectional nature of the UMC as presented in the Discipline and understand the interrelationship of the various levels of decision-making and ministry in the UMC (local church, district, annual conference, jurisdictional, and General Conference).

- Skill: Access other UM pastors, district, conference staff and general church agencies to interpret the connection to the congregation.
- Resource: The United Methodist Book of Discipline
- Knowledge: The UMC's understanding of the church, the charge, and local church membership as contained in the Discipline, (§§201-205 and §§214-242) and familiarity with the structural and administrative responsibilities of the charge conference, the church council, and the four administrative committees of the local church (§§243-252, §258).
- Skill: Outline the necessary steps for the construction of a local church budget, using the disciplinary responsibilities of the charge conference, church council, S/P-PRC, and committee on finance.
- Skill: Ability to access The Book of Discipline to answer questions that might arise.
- Knowledge: The meaning and method of apportionments and of the reporting forms used to keep both personal and financial statistics audited within the local church.
- Skill: Ability to use the membership, baptismal, and financial report forms of the local church, as well as the pastor's report to charge and annual conference.
- Skill: Appreciate, appropriate, and support value of the itinerancy in carrying out the mission and ministry of the church.

Spiritual Formation

A spiritual leader has personal/social discipline, an awareness of God in all of life's circumstances, and the abilities to continue on a spiritual journey.

- Knowledge: Learn and understand the spiritual disciplines and recognize the importance of self-formation.
- Skill: Be able to explain and participate in the classic spiritual disciplines.
- Skill: Participate in a devotional life.
- Skill: Develop a realistic, balanced and healthy schedule for pastoral life in a particular setting, taking into consideration issues such as time, formation, and boundaries.
- Knowledge: Understand the role of the covenant group in community formation.
- Skill: Experiences covenant groups.
- Skill: Understand appropriate ethical and pastoral boundaries.
- Knowledge: Understands the importance of engagement with the world.
- Skill: Can reflect and talk about Biblical stories of Christ's work in the world.
- Skill: Show awareness that a healthy spiritual life is lived out through engaging the world beyond the local church with acts of mercy and justice.

Additional Recommended Resource:

- Three Simple Rules, Bishop Ruben Job

Educational Ministries

Pastors serve as preachers and teachers. The pastor's involvement in the church's teaching ministry models to the congregation lifelong learning, spiritual growth, and transformation. The pastor's

involvement in teaching emphasizes the importance of this ministry. Pastors need to know how different people learn, and incorporate various learning styles into their presentations. They also need to recognize the cultural and theological diversity of their students.

- Knowledge: An understanding of the process and purpose of developing a comprehensive plan for the educational ministries of the church.
- Skill: Articulate the purpose of teaching ministries as making and maturing disciples for Jesus Christ and to see this as a lifelong spiritual journey of Christian formation and transformation.
- Skill: Identification of the learning opportunities in the local church in addition to Sunday church school including administrative committees, confirmation classes, weekday education for children and adults, pastoral emergencies, fellowship experiences, retreats, small groups, mission trips, and youth groups.
- Knowledge: An understanding of cultural styles, ways in which persons learn, and teaching methods that are needed in each learning experience.
- Skill: Identification of effective teaching methods for various learning styles and settings
- Skill: Demonstration of a least one new teaching method by each student

- Knowledge: The pastor's role in teaching and in equipping and supervising persons in teaching ministries.
- Skill: A review of resources, methods, and current models for studies, especially Bible, in the local church.
- Skill: Develop a plan to call, equip, and support leaders for teaching ministries.

Additional Recommended Resources:

- Christian Education in the Small Membership Church
- The Ministry of Christian Education & Formation: A Practical Guide
- United Methodist Guidelines for Christian Education

Pastoral Care

James L. Killen, Jr. in his book, *Pastoral Care in the Small Membership Church* says, "The first step in offering pastoral care is moving into relationship with others. You must take the initiative in offering a special kind of friendship." Pastoral care is a practical answer to Jesus' call to the ministries of healing and empowerment for healing lives and relationships.

Counseling

- Knowledge: The pastor learns how to listen and reflect theologically in order to help persons identify where God is in their life situation.
- Skill: Display the ability to show active listening skills.
- Skill: Display the ability to reflect theologically with the person in order to see new possibilities in each life situation.
- Skill: Seeks out other resources in the community and makes referrals as necessary.

Visitation

- Knowledge: Understands that persons are nurtured in their faith through pastoral calls made for showing concern, for supporting persons in crises or ongoing situations through

visitations, in homes, hospital, nursing homes, hospice or incarceration.

Skill: Initiate a plan for pastoral visitation.

Skill: Develop sensitivity to the nature of specific visitation situations.

Crisis Ministry

Knowledge: Develop sensitivity to situations in need of crisis intervention into which a pastor might be called: i.e., child abuse, depression, suicide threat, alcoholism, drug addiction, divorce, and spouse abuse.

Skill: Development of the ability to assess the depth of the problem and to be aware of the limitations of any pastor in confronting these issues.

Skill: Recognize specific dynamics of a crisis situation.

Surviving Conflict

Knowledge: Understand the nature of conflict and a pastor's responsibility in conflict situations.

Skill: Development of skills for responding to conflict, either with or within the congregation.

Skill: Developing a thick skin while maintaining a tender heart.

Mission and Evangelism

Knowledge: Have a biblical and theological understanding of mission incorporating our Wesleyan concern for balancing vital piety and works of mercy.

Skill: Interpret and articulate the mission of the church in its local, national, and global context.

Skill: Interpret and articulate the mission opportunities through the denomination.

Knowledge: Understand the ways in which the local church can be organized to build and coordinate mission.

Skill: Assess missional needs and available resources in a congregational setting.

Skill: Resource a congregation to organize and carry out its work in mission.

Knowledge: Awareness that communities are expressed through a diversity of cultures.

Skill: Assess and work in the midst of cultural diversity.

Knowledge: Understand the pastor's role in modeling, promoting, and defining an evangelism process within a local context.

Skill: Assess the needs, opportunities, and resources for "disciple making" in the local church.

Skill: Set goals and priorities and implement a program of evangelism in partnership with district, conference, or general church agencies.