



PROVIDING PASTORAL COUNSELING

PTS 507M: 2 Credit Hours

Western Seminary – Sacramento Campus

Andy Flowers, Th.M.

pastorandy@calvarywoodland.org

530 908-2841

Syllabus – Spring 2014

COURSE SCHEDULE

Tuesdays 5:45pm – 10:00pm (Jan 7, 21; Feb 4, 18; Mar 4, 18; Apr 1)

COURSE DESCRIPTION

This core pastoral counseling course is designed to introduce ministers to the basic counseling skills needed in pastoral ministry. Course topics include paradigms of pastoral counseling, problems most commonly encountered, understanding your own natural style, when to help and when to refer, and developing a network of trusted referral resources. Basic helping skills will be cultivated through a variety of experiences (role play, video, live practice).

COURSE OBJECTIVES

Recognizing the importance of pastoral counseling in the role of a pastor, this course is designed to introduce you to the dynamics of a pastoral care/counseling conversation. Upon completion of this course, therefore, each student should be able to:

1. Understand the unique function of pastoral counseling, in the light of Scripture, the real-life needs of people and the context of other types of help available from inside and outside the church.
2. Be exposed to some examples of problems and issues commonly faced by a minister in a local church.
3. Be exposed to some basic practical requirements for effective counseling: relationship skills, self-awareness, boundaries, tools and resources.

TEXTBOOKS

You are encouraged to purchase these titles through the Amazon.com associate program; you may use the links provided below in the text list or [at this link](#).

(Kindle versions are fine- you don't need a print copy.)

Kollar, Charles. 2011. [Solution-Focused Pastoral Counseling](#). ISBN 0-310-32929-9 \$17.69

Heath, Chip & Dan. 2010. [Switch](#). ISBN 0307357279 \$11.99

ONLINE CLASSROOM

This class has an online classroom. Your first class assignment is to access this website during the first week of the semester and take a simple quiz confirming your participation in the course. You may also be asked to use the learning center to download handouts and submit assignments.

To access the site, go to <http://www.westernseminary.edu/classrooms/>. Click on 'login' (on the right above the calendar); use your student number for your username, and the password you received from the school. For a replacement password, click on 'forgot your password' or contact Jon Raibley: jraibley@westernseminary.edu. The on-line classroom will go live no later than the first Monday of the semester.

RESPONSIBILITIES

1. Online Orientation

Before the end of the first Friday of the semester, you need to log onto the web classroom, download the syllabus for the course, and complete the report indicating that you have read and understand the course requirements. By federal law, we now need to ensure that students participate in classes for the full length of the semester. So failure to complete the online orientation on time may result in a grade penalty and may impact your financial aid eligibility.

2. Reading

Read both books and selected articles. Integrate all class reading into your final paper.

3. Counseling Demo Videos

Select 3 counseling demonstration videos from the list (to be provided in class). Write a 1-page reflection paper for each video. What did you notice about the counseling that you could utilize in your own style/approach.

4. Interviews

Interview 3 pastors who have been in ministry at least 5 years concerning their view of pastoral counseling. Write a 3 page paper summarizing your observations and conclusions of these interviews. Some questions you might ask are...

- What are the most common reasons people come to you for counseling?
- Would you say that you do more counseling, mentoring, discipling, coaching, or encouraging?

- Do you have any personal boundaries around your counseling time- How many sessions, how long do you meet, where do you meet?
- What has been the most effective tool you've found for counseling people?
- Where do you refer people when they need more help than you can give?
- How do you know when someone needs more help than you can give?
- Do you think it is better to have the pastor counsel or trained Christian counselors? Why?

5. Counseling

Engage in a "pastoral counseling" conversation with 1 person for at least 3 sessions spanning a period of at least 3 weeks. After each session write a 1-2 page review of each session – what you did well, what you would do differently, etc.

6. Final Paper

Integrate everything from our two textbooks, articles, and class discussion into a 10-12 page paper. Cite each source clearly, and include at least one sourcebook that we did not use in class. Include the following information:

1. Who will you counsel and who will you refer? How many times will you meet with a person? What will the setting/time limit be? What kinds of policies will you establish to protect yourself and your people?
2. What do you think will be the biggest obstacles to effectively helping people?
3. What questions will you ask? How will you implement the solution-focused model? Are there some foundational questions that could be asked in just about any situation?
4. How will you help people who are stuck in despair begin to see the solutions?
5. How will you help them make those solutions more concrete?
6. What tools will you use to help people implement their changes?
7. Create a worksheet that you could give to a counselee to help guide them through this process using a visual tool.

7. Final Course Evaluation

Before the end of the last Friday of the semester, you will receive an email with a link to the final course evaluation. By federal law, we now need to ensure that students participate in classes for the full length of the class. So failure to complete the final course evaluation on time will result in a grade penalty and may impact your financial aid eligibility.

GRADING

A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-
99-100%	95-98%	93-94%	91-92%	88-90%	86-87%	84-85%	81-83%	79-80%	77-78%	74-76%	70-73%

Required Assignments	Points	Estimated Time to Complete
Class Attendance	10	30 hours
Reading	20	20 hours
Demo Counseling Tapes	20	10 hours
Interviews	20	10 hours
Pastoral Counseling	20	7 hours
Final Paper	100	12 hours
Orientation/Evaluation	10	1 hour
Totals	200	90 hrs.

COURSE SCHEDULE

Dates	Topic	Assignments Due
1/7	The Importance of Counseling Intro to counseling methods	
1/21	Mental Health issues The Counseling context	
2/4	Basic skills in counseling Preparing yourself to counsel	Counseling Demo Video Report Due
2/18	Common Issues Solution-focused counseling	Interview Report Due- (share results in class)
3/4	Methodology	Kollar & Heath Reading Due
3/18	Coaching	
4/1	Change	Final Paper Due

COURSE POLICIES

Attendance and Late Assignments: Students are expected to attend all class meetings. Students who miss class are responsible for missed work. Absences and tardiness may impact a student's grade. Students who anticipate an absence should discuss it in advance with the instructor. Students who miss more than 20% of the seat time for the class will not pass the course, without a request for and the completion of additional assignments. Assignments submitted after the due date and time will result in a reduction of the student's letter grade for that assignment.

Copyright Violation and Plagiarism: Research in secondary sources for the written project is permitted and welcomed. However, any appropriation of either ideas or wording taken from other sources, whether print or electronic, must be properly footnoted. Failure to do so constitutes plagiarism which can result in substantial grade reduction or failure. Any unauthorized copying or use of copyrighted materials, including downloaded files of various kinds, can result in criminal charges and fines. For a more complete explanation of these issues or WS's copyright policy, see [the "Copyright Issues and Cheating" section of the Student Handbook.](#)

Incompletes/Extensions: The final deadline for submitting all course work is the last day of the semester as noted in the Academic Calendar and in the class schedule. In the case of serious illness, family emergency, or similar extenuating circumstances, the student may request an extension. A 1-3 week extension is typical in all except the most extreme cases, and some penalty for late work may apply. Under no circumstances will the student be given more than 5 weeks to complete all required coursework except by petition and approval of the Administrative Committee. (Extensions longer than 5 weeks are rare and should only be requested under extreme circumstances.)

If students face a personal emergency that requires requesting an extension going beyond the end of the semester, it may affect their ability to receive financial aid in the next semester, and they may face the possibility that their next semester's course registrations will be cancelled. Please contact the Financial Aid Office for assistance.

Audit/Enrichment Students: Enrichment students are encouraged, but not obligated, to participate in assignments and class discussions. Professors are not obligated to grade participation for these students, but may opt to do so depending on class size.

Statement on Wi-Fi Services: Our community at Western Seminary is defined by our membership in the body of Christ. As we share common resources, we wish to do so with respect and consideration for others. Our IT department has created a strong and secure wireless internet network at each of our campus locations to enhance the student learning environment. Some of the considerations in developing our Wi-Fi networks have included providing excellent security (better than you'll find at the local coffee shop) and doing so within a budget that does not significantly impact tuition costs. Keeping costs low means that we don't have an endless supply of bandwidth. We ask that you use the Wi-Fi network for academic purposes and avoid downloading large files or streaming video. Please be mindful that your internet use (both in class and on campus) can distract others or prevent them from accessing resources they need for their studies. We appreciate your participation in promoting thoughtful, considerate internet use on campus.

The Availability of Disability Services at Western Seminary: Western Seminary is committed to responding to the needs of students with disabilities as outlined in both the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Western students are assisted individually as their needs dictate. It is the responsibility of students with disabilities to identify themselves and the nature of the disability. Any student who has a disability should contact the seminary's Disability (Section 504) Coordinator, Ashley Mitchell, at 503-517-1819/1-877-517-1800, ext. 1819. Her office is at the Portland campus. Students at the northern California campuses may contact Director of Student Services – San Jose or Director of Student Services – Sacramento, or they may contact Ms Mitchell directly. Appropriate forms will be provided and must be submitted to the Disability Coordinator's office.

Helpful Resources (These can be found in the campus library.)

Secular

Belkin, Gary	Introduction to Counseling
Benjamin, Alfred	The Helping Interview
Bolton, Robert	People Skills
Borck & Fawcett	Learning Counseling & Problem Solving Skills
Brammer, Lawrence	The Helping Relationship
Carkhuff, Robert	The Skills Of Helping
Carkhuff & Pierce	The Art Of Helping III: Training Guide

Cormier & Cormier	Interviewing Strategies for Helpers
Egan, Gerald	The Skilled Helper
Evans, D.	Essential Interviewing
Gazda, George	Human Relations Development
Ivey & Ivey	Intentional Interviewing & Counseling
Kleinke, Chris	Common Principles of Psychotherapy
Long, Vonda Olson	Communication Skills in Helping Relationships
Martin, David	Counseling and Therapy Skills
Meir & David	The Elements Of Counseling
Nelson-Jones	Lifeskills Helping
Okun, Barbara	Effective Helping
Parsons, Richard	The Skills Of Helping
Pedersen, Paul	Culture-Centered Counseling & interviewing
Scisson, Edward	Counseling for Results

Christian/Religious

Anderson, etc.	Christ Centered Therapy
Backus, William	Telling the Truth To Troubled People
Buchanan, Duncan	The Counseling Of Jesus
Clinebell, Howard	Basic Types of Pastoral Care & Counseling
Collins, Gary	The Biblical Basis Of Christian Counseling For People Helpers
Dayringer, Richard	The Heart Of Pastoral Counseling
Eggerichs, Emerson	Love & Respect
Hart, Gulbranson	Mastering Pastoral Counseling
Hislop, Bev	Shepherding Women in Pain
Jordan, Merle	Taking On the Gods
Kok & Jongmsma	The Pastoral Counseling Treatment Planner
Makpman, Lisa; Ed	Helping a Neighbor in Crisis
Miller & Jackson	Practical Psychology for Pastors
Oden, Thomas	Classical Pastoral Care, Vol. III Pastoral Counsel
Schmidt, Jerry	Do You Hear What You're Thinking?
Wick, Parson, Capps	Clinical Handbook of Pastoral Counseling
Wright, Norman	Self-talk, Imagery, and Prayer In Counseling

LIBRARY RESOURCES – SACRAMENTO

Since one purpose of a post-graduate education is to further develop research skills for lifelong learning, all class assignments with a research element require library research annotated as such in the bibliography. Typically, a minimum of two resources must be from a physical library or from Western Seminary Library's digital resources.

For complete library information including hours of operation, the library catalog, assessing internet sources, APA and MLA writing and style guides, ebooks, databases, and a list of local area libraries, please visit the library's webpage at <http://www.westernseminary.edu/Library/SAC/>.

Ebooks & Research Databases

Western subscribes to research databases to provide our students access to quality information without the confusion and accuracy problems of many web resources. These databases provide correctly formatted citations in both MLA and APA format.

For access, go to the library's homepage and click the link "**Digital Resources**".

- **EBSCOhost** provides access to the ATLA Religion Database with ATLASerials, PsycArticles (full text of 80 journals) and an ebook collection of over 100,000 academic titles, including useful theology and counseling books which can be downloaded to your computer or personal device.
**[User ID: westsem Password: S3m!nary]
- **Gale-Cengage** provides a variety of databases of journal articles, research reports, and quality reference works. Note the Psychology Collection and the Gale Virtual Reference Library database which includes the full-text of the 15-volume Encyclopedia of Religion. Contact me with questions!
**[Password: westsemgale]
- **Counseling and Therapy in Video** is a database of actual therapy sessions, mostly of interest to our MFT students, but available to all.
**[User name: WCounseling Password: Com4ter]

For research assistance or help in locating books or articles, contact
Donna Greenhut, M.S.L.S. / (916) 488-3720, ext. 7 / dgreenhut@westernseminary.edu