



Bible Study Committee Guidelines: Full Membership Elder and Deacon Ordination Candidates

BIBLE STUDY INSTRUCTIONS (FE/FD) UPDATED FOR 2022-23

To fulfill the requirements of the Discipline and the Policy Guidelines of the Board of Ordained Ministry, all candidates must prepare a plan for teaching from a book of the Bible. To meet this requirement you are expected to prepare a plan for teaching from the **Gospel of Matthew**. **Candidates that are currently participating with Residency I as of June 2022 will prepare a plan for teaching from John.**

Please prepare four (4) complete lesson plans following the instructions given below, with the "Bible Study Evaluation" as a guide for success. Your Bible Study should be approximately 22-28 pages in length. Ordination candidates are required to write AND teach their Bible Study before submitting their work.

PLEASE FOLLOW THE INSTRUCTIONS CAREFULLY.

EACH SECTION SHOULD BE COMPLETED AS THE DIRECTIONS REQUIRE.

USE ALL THE HEADINGS AND SUBHEADINGS PROVIDED TO FORMAT YOUR PAPER.

I. Audience Context

Write a brief description of the context of the audience. Help us to understand for whom you are creating this Bible Study, and how your Bible Study connects the Gospel text to your context.

Note: You can highlight demographics of your audience in this section, which could include age, race/ethnicity, class, education, and location. It could be helpful for your readers to know if your audience is "churched" or new to the faith.

II. Course Setting

Write a brief description about the logistics of the Bible Study including the location of the class, classroom set-up, and the length of the lesson. Tell us why you made these intentional choices.

III. Introduction to the Gospel

Write a 2-3 page-long introduction to the assigned Gospel that includes the major themes and distinguishing characteristics of the book. Use scholarly resources and cite your sources in the Bibliography. The information presented in this section needs to be either integrated, represented, or otherwise connected in your lessons.

IV. Complete Lesson Plans

Create original, detailed, and complete lesson plans for 4 Bible Study sessions on the assigned Gospel. Each session must include the following:

Lesson #

A. Title of Lesson

B. Lesson Scripture

C. Purpose Statement

(One sentence declaring your intention for the session and demonstrating what you hope to accomplish. The purpose statement is similar to a thesis statement - it should be focused and concise.)

D. Objectives

(Very short list of 2 or 3 ways in which you plan to accomplish your purpose and direct an intentional outcome.)

E. Teaching Aids

(A list of materials, aids, and/or resources that will be utilized in the session.)

F. Introduction

(Articulate how the session will begin. Consider your transition into the Learning Activity.)

G. Learning Activities

*(Provide specific and detailed instructions on how you will teach the lesson content. It should be specific enough for a substitute teacher to pick up **and** teach, so that your BOM Bible Study Readers can evaluate your content and teaching ability. Describe how you will use your aforementioned teaching aids. The Learning Activities are the heart of your Bible Study session. Use a variety of teaching techniques to connect with the various learning styles of your students.)*

H. Closing

(Articulate how the session will end.)

V. Participant Assessment

Create a course evaluation, or other creative tool, that will reveal what the student learned from your Bible Study. Send, as a separate attachment, completed evaluation forms from your students with your Bible Study Submission.

VI. Personal Statement

Answer the following questions in a brief statement: Why do you think it is important to write and teach a Bible Study in order to be ordained? What is your understanding of the teaching role of the minister? How have you grown spiritually through your experience in writing this Bible Study?

VII. Bibliography

List the sources you used for your Bible Study submission in the Turabian format.

Other Notes:

- Be sure to follow the "General Instructions" found in your packet.
 - Type your full name, address, phone number, and email address at the top right of each page.
 - Typed materials must be submitted electronically in a Word document.
 - The format should be 8½ x 11-page, double spaced lines, with numbered pages.
- Your Bible Study submission shall be in only one (1) file in a Word document Any worksheets, activity sheets, charts, images, et cetera that you want your readers to see need to be in the same document file as your Bible Study and not in a separate file. The only secondary files allowed are your completed participant assessments and your Bible Study from the Commissioning process.
- You must also submit the Bible Study that you successfully submitted for Commissioning as a separated document with your Bible Study submission so that your readers can see growth.
- Please use scripture references instead of fully typed out scripture passages, as it is unnecessary and a waste of valuable page space.
- Cite your work correctly. If you used a direct quote, use quotation marks and footnote the source. If you are not using a direct quote, but sharing an idea that is not yours, you must still footnote your source. Be sure your footnotes, citations, and bibliography are in Turabian format.
- If your lesson includes open-ended questions, please make sure there is commentary, facilitator remarks, or a written follow-up answers so that a substitute teacher and your Readers are aware of your intent.

For question Contact: Bible Study - Rev. Jeffrey Salley,
1005 Blockade Runner Parkway,
Summerville, SC 29485
Cell: 843-276-9400 jsalley3@umcsc.org

Email 1 Copy to clergyservices@umcsc.org

BIBLE STUDY EVALUATION

CANDIDATE _____ DATE _____

STATUS SOUGHT _____ Full Connection (Full Elder or Deacon) _____

PRESENTATION

Evaluate and rate the quality of the presented materials based on these factors:

- *Did the candidate follow instructions?*
- *Was the submission formatted well, proofread, and edited for grammar and readability?*
- *Does this submission represent the candidate's "best work"?*
- *Were the lessons written thoroughly and could be given to a substitute?*

INFORMATION

Evaluate and rate the content of information of the whole submission based on these factors:

- *What is the quality of the Bibliography?*
- *Does it include a variety of scholarly sources?*
- *Does the submission demonstrate the candidate's knowledge of the assigned Gospel and its unique characteristics?*
- *Were those characteristics fully integrated into the lessons?*
- *Does the information meet the expectations of a commissioned or ordained minister?*

TRANSFORMATION

Evaluate and rate how the lessons and activities have encouraged transformation.

- *Does the candidate demonstrate the ability to make the Gospel relevant and applicable to the specified audience?*
- *Does the candidate demonstrate readiness in ministry (provisional) or effectiveness in ministry (ordinand)?*
- *Does the candidate have a clear understanding of the teaching role of the minister? (Personal Statement)*

APPLICATION

Evaluate and rate the actual lessons as a whole based on these factors:

- *Were the purpose statements and objectives reasonable and realistic?*
- *Was the purpose met through the objectives?*
- *Was the audience context considered?*
- *Were the teaching methods and aids effective in elevating the content of the lesson?*

BIBLE STUDY EVALUATION (Readers Copy)

In an effort to standardize the way we give feedback to our candidates, readers are to type their answers to the questions and comments beside each question.

CANDIDATE _____ DATE _____

STATUS SOUGHT _____ Full Connection (Full Elder or Deacon) _____

PRESENTATION

Evaluate and rate the quality of the presented materials based on these factors:

- *Did the candidate follow instructions?*
- *Was the submission formatted well, proofread, and edited for grammar and readability?*
- *Does this submission represent the candidate's "best work"?*
- *Were the lessons written thoroughly and could be given to a substitute?*

INFORMATION

Evaluate and rate the content of information of the whole submission based on these factors:

- *What is the quality of the Bibliography?*
- *Does it include a variety of scholarly sources?*
- *Does the submission demonstrate the candidate's knowledge of the assigned Gospel and its unique characteristics?*
- *Were those characteristics fully integrated into the lessons?*
- *Does the information meet the expectations of a commissioned or ordained minister?*

TRANSFORMATION

Evaluate and rate how the lessons and activities have encouraged transformation.

- *Does the candidate demonstrate the ability to make the Gospel relevant and applicable to the specified audience?*
- *Does the candidate demonstrate readiness in ministry (provisional) or effectiveness in ministry (ordinand)?*
- *Does the candidate have a clear understanding of the teaching role of the minister? (Personal Statement)*

APPLICATION

Evaluate and rate the actual lessons as a whole based on these factors:

- *Were the purpose statements and objectives reasonable and realistic?*
- *Was the purpose met through the objectives?*
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- *Were the teaching methods and aids effective in elevating the content of the lesson?*

EXAMPLE ONLY:

Complete Lesson Plans

Example only

Lesson # 1

A. Lesson Title: Who is Jesus?

B. Lesson Scripture : John 1:1-18

C. Purpose Statement

*(One sentence declaring your intention for the session and demonstrating what you hope to accomplish. The purpose statement is similar to a thesis statement - it should be focused and concise.) Ex. **To explore who Jesus is and some of the more common ideas about the identity of Jesus held in our contextual life.***

D. Objectives

(Very short list of 2 or 3 ways in which you plan to accomplish your purpose and direct an intentional outcome.)

Ex. The students will list characteristics of Jesus.

E. Teaching Aids

(A list of materials, aids, and/or resources that will be utilized in the session.)

Ex. Bible and translation, Computer, Screen, TV, whiteboard, poetry, Art, etc.

F. Introduction

(Articulate how the session will begin. Consider your transition into the Learning Activity.)

Ex. Welcome everyone; Open with prayer

Today we explore together the Characteristics of Jesus and how we experience Him today. Share a story or the lesson text.

G. Learning Activities

(Provide specific and detailed instructions on how you will teach the lesson content. It should be specific enough for a substitute teacher to pick up teach, so that your BOM Bible Study Readers can evaluate your content and teaching ability). Describe how you will use your aforementioned teaching aids. The Learning Activity(s) is the heart of your Bible Study session. Use a variety of teaching techniques to connect with the various learning styles of your students.

EX. Divide the group into 2 and Read John 1.1-18. Answer the Question: What does this say about God? Or offer a Question and Answer about John 1:1-18. Or Show a video where someone is reading the passage and then ask questions about it. These are just examples.

H. Closing

(Articulate how the session will end.)

Wrap up the lesson with an overview of what you learned. You can ask them what is one thing they can take away from this lesson. You can give an assignment for the next week.

Close with prayer, music, journaling, etc.