The Master of Divinity Theology of Ministry Paper

A Writer's Guide

A Non-credit Requirement

for the Master of Divinity Program

Graduate School of Theology

Global University

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PN 01.21

No ISBN

Printed in the United States of America

Contents

Overview 1
Time Limit 1
Writing the Theology of Ministry Paper 1
Theology of Ministry Paper Checklist 2
Tips for Theology of Ministry Paper Success (from former students) 3
Submitting Your Theology of Ministry Paper 3
Processing Your Theology of Ministry Paper 4
Sample of Theology of Ministry Paper Evaluation Criteria Form 4

Overview

If you do not plan to write a thesis as part of a Master of Divinity (MDiv) degree plan, you are required to write a Theology of Ministry paper in addition to completing the 78 credits required for your chosen MDiv program. You will need to pay a Theology of Ministry paper submission fee. You must receive a passing grade on the MDiv Theology of Ministry Paper to graduate from the MDiv degree program.

Time Limit

The student must successfully complete the Theology of Ministry paper before the end of the time limit specified for the complete program. Students may submit a completed Theology of Ministry paper any time after enrollment in the final 6 credits of the program and before the program expiration date.

Writing the Theology of Ministry Paper

The MDiv Theology of Ministry Paper Must:

- Be 6,250 to 7,500 words (25 to 30 pages) long.
- Conform to the format of Global University as presented in the edition of the Global University Graduate Studies Form and Style Guide that is current when you submit your paper. Any exception must be approved by the Dean.
- Demonstrate the REV Principle. Even though the MDiv Theology of Ministry paper is not a research paper and does not require new research, you must utilize the Reflection, Evaluation, and Valuation (REV) Principle as demonstrated in the course work. This should include citations from previous readings, previous research, and citations from Scripture.
- Be computer generated.
- Be written in English (preferably). You may arrange with the director of your GSO for the paper to be written and evaluated in your primary language. An English summary of 250 to 500 words (appx. 1 to 2 pages) should be included if the paper is not written in English.

In the MDiv Theology of Ministry Paper, utilizing the REV Principle and focusing on two or three points from your course work that has impacted you and your ministry, you will synthesize your theology of ministry, present a biblical defense for this theology, develop a strategy to integrate theology and personal philosophy into a workable ministry plan for a given cultural setting, and present a plan to solicit feedback to determine the effectiveness of the proposed ministry plan.

A typical, well-developed Theology of Ministry paper will:

1. Describe your theology of ministry (6 to 7 pages; 1,500 to 1,750 words).
2. Present a five-year strategic plan for implementing the theology of ministry in your current ministry context. The plan should include (a) a description of the ministry context, (b) goals, (c) timelines for achieving goals, (d) identification of potential challenges, and (e) a framework for meeting challenges (17 to 20 pages; 4,250 to 5,000 words).

3. Describe a process for evaluating the implemented strategy (2 to 3 pages; 500 to 750 words).

Each area of discussion should tie back to your course work and the REV Principle and be appropriately cited.

Theology of Ministry Paper Checklist

Checking off the following steps as you complete them will help keep you on track as you make progress on your Theology of Ministry Paper.

- ☐ I have projected a final paper submission date and marked it on my calendar.
- ☐ I begin planning my Theology of Ministry paper as soon as I have enrolled in my final course for my MDiv program.
- ☐ I know who to submit my paper to and how to submit it.
- ☐ I have my Request for Student Services form and submission fee ready to submit with my paper.
- ☐ I have all of my previous course materials and final assignments available for reference while writing my Theology of Ministry paper.
- ☐ I have taken time to review my final assignments and noted the main points of each.
- ☐ I believe my philosophy of ministry is God-given and viable for my life at this time.
- ☐ I believe I have a plan from God for implementing that philosophy of ministry.
- ☐ I have mapped out a basic outline for my paper, including all required components.

Submitting Your Theology of Ministry Paper

International Students

Before the time limit to complete the program expires, submit your completed Theology of Ministry paper and submission fee to your GSO director.

US Students

A non-credit Graduation Process course is now available online. When you enroll in the Graduation Process course, you will pay your Theology of Ministry paper submission fee. You should submit your completed paper through this online course as well. If you are unable to access the online course, you may submit your paper via email to gradenroll@globaluniversity.edu.

Processing Your Theology of Ministry Paper

1. **Submitting the Theology of Ministry paper.** Before the time limit to complete the program expires, submit your completed theology of ministry paper and submission fee, along with a Request for Student Service form, to your GSO director.
2. **Evaluating the theology of ministry paper.** Your GSO director will be responsible to select an approved mentor to evaluate your paper according to criteria established by the Graduate School of Theology. *(See the sample evaluation criteria form on page 4.)* Your paper will be evaluated based on the quality of reflection and on your ability to integrate into the theology of ministry paper what you have learned in the graduate-level courses for your program. The mentor who is selected to evaluate your theology of ministry paper should be a content specialist for your degree specialty.
3. **Final processing and approval of the Theology of Ministry paper.** Your marked paper and evaluation form should be submitted to the Dean of the Graduate School of Theology no later than the fifteenth business day after you submit the completed paper and fee. The Dean reserves the right to give final approval of the grade assigned to the paper.
4. **Notifying the student of approval of the theology of ministry paper.** Global University will notify you in writing of the assessment outcome of your Theology of Ministry paper, either pass or fail. In the event your paper does not meet acceptable assessment standards for approval, you will be allowed to redo and resubmit the paper. The Theology of Ministry paper must be passed for you to graduate from the MDiv program.

Tips for Theology of Ministry Paper Success
(from former students)

- Make sure you have the current instructions and required elements for the paper in hand by the beginning of your final year in the program.
- Create a skeletal outline of the paper using the required elements as headings.
- Space out the writing process. Begin fleshing out your sections before you enroll in the final one or two courses of your program, rather than waiting until after you have completed your final course.
- Keep it simple and be yourself. Demonstrate the graduate-level writing skill you have developed throughout your program, but be sure to stay true to your own tone and writing style to avoid producing an overly complicated paper.
- Take a short break. In the final editing stages, get away from your paper for a day or two. Read over your paper with fresh eyes, and you will notice things you didn't see before, which will help you in making revisions.
- Read your paper aloud to help you pick up on nuances, as well as errors, you may miss or overlook when reading silently.
- Ask another person to edit your paper. Having someone other than yourself check your paper for errors and areas that could use revision may be helpful.

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GRADUATE SCHOOL OF THEOLOGY

THEOLOGY OF MINISTRY PAPER EVALUATION

MASTER OF DIVINITY DEGREE REQUIREMENT

Phone: 1-800-443-1083 (USA); 417-862-9533 (Outside USA)
Fax: 417-863-9621; E-mail: gst@globaluniversity.edu

Student no._____ Student name_____

Date submitted_____ GSC Office Code_____ Evaluator faculty no._____

Evaluation criteria should be assessed by clicking on the button under the point value that best reflects the subjective observation of the evaluator. All subpoints for each criterion should be considered as a whole to determine point value for that criterion. Point values are based on the following levels of competency.

10 points (100%) = excellent level of competency displayed
9 points (90%) = above average level of competency displayed
8 points (80%) = average level of competency displayed
7 points (70%) = poor level of competency displayed
6 points (60%) = unacceptable level of competency displayed

Evaluation Criteria	Point Value 10	9	8	7	6
1. Is the ministry philosophy overview stated clearly and concisely?	○	○	○	○	○
2. Does the proposed strategy integrate philosophy and degree plan studies?	○	○	○	○	○
3. Is the strategy to implement philosophy into ministry manageable, logical, and stated clearly?	○	○	○	○	○
4. Is the five-year ministry plan articulated clearly and logically for the target audience?	○	○	○	○	○
5. Is feedback methodology logical and feasible for the strategy?	○	○	○	○	○
6. Are feedback instruments and methods adequately described?	○	○	○	○	○
7. Is application of course content for the specified degree evident throughout the paper?	○	○	○	○	○
8. Are relevant references included for course materials and other sources?	○	○	○	○	○
9. Writing Style	○	○	○	○	○
a. Is the writing style appropriate for the paper?					
b. Is the writing style concise?					
c. Are all components of the paper clearly and logically organized?					
10. Format	○	○	○	○	○
a. Are all applicable components of the paper (e.g., title page, proposed plan, appendices, tables, and figures) done according to the *Global University Graduate Studies Form and Style Guide*?					
b. Are feedback instruments included in the paper?					
c. Are quotations and source references cited according to Global University format requirements?					
Total for each point value category (add circled items for each point value)	___	___	___	___	___
Theology of ministry paper evaluation (add total scores for all categories)					_____

Comments:_____

_____ _____
Evaluator signature Date (da/MON/yr, as 10JAN06)

_____ _____
Dean, Graduate School of Theology, signature ____Pass ____Fail Date (da/MON/yr, as 10JAN06)

Example for student information only