



Lay Pastors Training Program

A ministry in association
with CBOQ Church Life
and Leadership

Handbook



**CANADIAN
BAPTISTS**
of Ontario
and Quebec

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Mission Statement

The Lay Pastor Training Programme aims to provide basic, high quality and practical pastoral leadership training designed specifically for lay (non-ordained) people who serve or wish to serve as lay pastors and for pastoral lay leaders in congregations lead by a senior pastor.

Overview

The LPTP consists of two years of intentional mentoring and nine courses taught over four semesters (fall and winter), leading to a Certificate of Achievement recognized by CBOQ. One of the courses must be taken at a Canadian Baptist affiliated seminary which is the Canadian Baptist History and Polity course. The programme is normally completed in two years. The fall semester runs between September and December and the winter semester runs between January and April.

Students will have to complete two assignments per course: One due on the course weekend seminar and one at the completion of the course. All courses, except the one taught by a Canadian Baptist affiliated seminary, are taught by ordained and accredited CBOQ pastors.

All applicants must be recommended to the program by the lead pastor and board of Deacons (or its equivalent) of the church in which they are a member. Should there be no lead pastor, then the recommendation of the Board of Deacons will suffice. Mentoring by an experienced CBOQ pastor is an essential part of LPTP, and one will be assigned prior to taking the first course.

Admissions to the Lay Pastors training Programme

Admission to the Lay Pastors Training Program is open to any member of a CBOQ church and those churches that are applying to membership in CBOQ. There are no educational prerequisites to be enrolled, except a personal experience of Jesus Christ and a desire to follow in His footsteps.

Applicants registering for the program must:

- Submit an official Application form found on the CBOQ LPTP webpage.
- Submit a short essay detailing their Christian conversion and why they are applying to the programme.
- Submit letters of recommendation, one from the pastor and one from Board of Deacons (or equivalent) of their home church. In the case of a church without pastor, the letter from the Board of Deacons will suffice.

Students admitted into the LPTP must be registered in full prior to the start date of the semester. This means that applicants must submit their form at least two weeks (preferably one month) before

the beginning of the semester to allow the application to be reviewed by the LPTP executive committee and issue an acceptance letter.

Applicants will be invited to meet with their local Association Ministry Committee at the beginning of the programme.

Tuition

Tuition fees for the semester must be paid in full by the beginning of the first course of the semester, unless special arrangements have been made

Tuition paid by students helps cover the costs of instruction, and the in-person gathering. It does not include travel costs to the gathering or costs for books.

Accommodations are extra unless billets are requested and available.

Tuition is \$2000 for the whole programme, \$500 due at the beginning of each semester.

Financial assistance may be available through the student's local association and church. The student is responsible for arranging financial assistance when needed.

A Note on Required Texts

It is the responsibility of individual students to order their own required texts. The reading material has been kept to a minimum in consideration that most students are also employed outside the church and to make the courses as affordable as possible.

Hard copies of the books can be ordered from READ ON bookstore located in the CBOQ office or going online at <http://www.books@readon.ca>. Mention to Bernice this is for the LPTP.

Digital copies can be obtained from your favorite provider or the publishers themselves in certain cases.

Attendance Requirements

Students are required to complete every module of a course, including the in person gathering when part of the course. Failure to do so will result in a failed mark and the student to repeat the course.

Should unforeseen circumstances arise, such as illness, the student is required to contact the Instructor as soon as possible.

Course Workload

Instructors will require one assignment due on the date of the weekend seminar and one assignment due at the end of the semester. Grading will be completed two weeks following the submission of the assignment.

The goal of each assignment is to determine students' comprehension and ability to interact with the materials presented.

Students will be required to:

- read the course text and / or reading assignments.
- submit all assignments on due date. Failure to complete all assignments given by the instructor will result in a failure to pass the course.

Any special arrangements for extensions on assignments must be requested by students before the due date to the instructor and will only be granted at the sole discretion of the instructor. No extensions beyond 7 days of the due date will be considered.

Grading System

Students must successfully complete all required work and courses to graduate from the programme.

Evaluation will consist of a simple Pass/ Fail/Incomplete grade based on performance and participation in class and completion of all assignments.

Graduation Requirements

Requirements for graduation are conditioned upon the following:

1. The successful completion of all respective course work with a passing grade.
2. Satisfactory participation in intentional mentorship over the course of study as prescribed in the section on mentoring below.
3. Fulfillment of all financial obligations relating to tuition, costs of books and other expenses.

Upon graduation, successful students are eligible for non-vocational Level Two accreditation within the CBOQ. This accreditation will not lead to recognized ordination by CBOQ. For details about accreditation please see the CBOQ Accreditation and Ordination Manual on <https://baptist.ca>.

Intentional Mentoring

Before the first semester of the Programme students will be assigned a Mentor for the two years of study. Students can propose a mentor to the Executive Committee of the LPTP when registering for the course. The mentor will be confirmed and/or assigned by the Executive Committee before the first course begins. Assigned mentors will have at least five years of pastoral experience in CBOQ.

This mentoring will:

- Provide a supportive relationship for the student through the intentional mentoring relationship of a trusted colleague.
- Provide an opportunity for reflection and guided study over the duration of the programme.
- Assist in the developing of a network of pastoral/leadership colleagues for mutual development and
- Friendship and develop a strong connection with the local Association and CBOQ.
- Develop and apply additional skills in the student to meet the challenges of lay ministry more effectively.
- Follow the guidelines found in the CBOQ Supervision towards Accreditation and Ordination Guidebook. (<https://baptist.ca>)
- Count towards the accreditation supervision requirement of CBOQ.

LPTP Course Content

Please Note: Each course requires at least five (5) students to be taught.

Intentional Mentoring

The purpose of the intentional mentoring is to give directed guidance and leadership to potential Lay Pastors as they progress into church ministry through a relationship of encouragement, counsel, and the sharing of common resources. The mentoring will start at the beginning of the programme and last until the end, without pause. Thus, the duration is two years.

Biblical Theology

This course examines first the biblical theology of the Old Testament as it relates to the creation and fall of humanity, Abraham and God's promise, Moses and the Exodus, David and the future king, and Israel's exile and post exilic existence. It then looks at the biblical theology of the New Testament, exploring the kingdom of God, the cross, the resurrection, the church, the return of Christ, and the new creation.

Required Text: Roberts, Vaughan. *God's Big Picture: Tracing the Storyline of the Bible* (IVP, 2002)
Recommended Reading: D.A. Carson, *The God who is There* (Baker Books, 2010) Still valid???

Instructor:

Exegesis

This course introduces the common terms, essential tools, and develops basic skills for those who teach and preach the Bible. Developing these skills also requires students to become familiar with the various types of literature found in the Bible.

Required Text: Gordon Fee and Douglas Stuart, *Reading the Bible for All Its Worth*, Fourth Edition. Zondervan Academic, 416 pages, 2014. ISBN: 0310517826

Instructor: Rev. Dr. Keith Sweating

Systematic Theology

The vital place of the student developing a systematic biblical theology will be explored in this course. The emphasis is upon evaluating *This We Believe* as well as various other statements of faith in the light of biblical teaching. The purpose of this course will be to help the student develop their own systematic theology.

Required Text: A modern translation of The Holy Bible (e.g. NKJV, NASB, NLT, NRSV, NIV, TNIV, NCV).

David L. Smith, *Christian Discipleship 101: Basic Christian Doctrines*, Second Edition. CreateSpace, Independent Publishing Platform, 260 pages, 2017. ISBN 1542425018

Recommended Reading: *This We Believe*. CBOQ Available free online at <https://baptist.ca>

1689 Baptist Confession of Faith. Available free online through search engine.

The Philadelphia Confession of Faith (1742) Available free online through search engine.

Instructor: Rev. Dr. David West

Preaching

This course provides a brief overview of the preparation and preaching of effective biblical sermons, including a survey of common varieties and methods. Topics to be covered will include the key features of expository and textual/topical sermons, preaching with purpose and power, the crafting of the sermon, effective communication, and the delivery of the sermon. Particular attention will be given to the task of biblical preaching in the context of the early twenty-first century, with a special emphasis on expository preaching.

Required Text: Robinson, Haddon, *Biblical Preaching* (latest edition) Baker Book House Grand Rapids, 1980 Still valid??

Recommended Reading:??

Instructor: Rev. Brian Horrobin

Pastoral Practice

There are many facets to being a pastor. Along with preaching, counseling, leading worship, and offering leadership to a congregation, to name but a few, other frequent pastoral practices also require understanding and skill. This course will focus on those other primary practices often expected of pastors.

These practices include conducting baptisms, leading communion, understanding and welcoming people into communion, doing visitation, officiating at funerals, understanding and providing pastoral leadership, relating to the church board and understanding pastoral authority, and marriage preparation and weddings.

Instructor: Rev. Bob Davis

Ethics

A Pastor often operates in the area of ethics within and among the congregants of the church, and personally. Therefore, this course explores the Biblical emphasis on ethics, along with the principles, and the process of making ethical decisions, including the importance of Pastoral ethics.

Worship

This course will define, examine, and discuss the purpose of worship from a biblical and theological perspective, along with the practical aspects of planning and conducting worship services, in our Baptist context. The course will include worship themes and practices in the Old and New Testament, along with the development in church history, including ancient and medieval worship, reformation and free church worship, and trends in worship today.

Outreach

This course will explore the Great Commission from a biblical point of view. The purpose will be to assist the pastor in leading the church into the development of practical expressions of outreach both in their community and worldwide. The student will examine the role of the pastor as a pacesetter in developing a mission within the various programmes of the church.

Canadian Baptist History and Polity

Although not taught by the LPTP, this is a required course to obtain the Certificate and receive accreditation.

Please see the desired seminary for course content and availability. Please note that CBOQ offers a subsidy of 33% of the cost of this course. It must be requested in writing and proof of registration is required.

- Acadia Divinity College: <https://acadiadiv.ca>

- McMaster Divinity College: <https://mcmasterdivinity.ca>
- Carey Theological College: <https://carey-edu.ca>

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