



Advancing God's Kingdom by Preparing Competent Christian  
Leaders for Spirit-Empowered Life and Ministry

## **CP5214 Pastoral Care and Counselling**

3 credits. Prerequisites: none.

👤 On Campus 'A' Live-Stream

**November 15 -19, 2021**  
Module F5  
Monday-Friday, 9am-4pm

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*I'm not just a professional; I'm an extension of the love of Christ, a channel of his grace. — ROBERT J. MORGAN*

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*Please note: This module requires reading and presentation preparation before the module.*

### **Course Goals**

#### **Course Description**

This course provides foundational theory and practice for pastoral care and counselling from a biblical perspective. Special focus is given to understanding the fundamentals of the therapeutic process including basic interviewing skills, preliminary assessment, referral options, documentation and circle of care considerations. The nature of spiritual conflict will be examined including models and methods to facilitate the healing and resolution of spiritual conflict.

#### **Relationship to Horizon's Mission**

Pastors will find themselves in the role of a counselor whether they feel competent or not. Counselling activity remains a part of the pastor's life regardless of how specialized the organized church and society at large become. Our people want real answers that are biblically sound and delivered competently.

#### **About the Instructor**

Dr. Bruce Pringle was the Director/counsellor for 25 years for Christian Counselling and Adoption Services in Saskatoon. He also served as adjunct faculty at Briercrest College and Seminary. He was a sessional lecturer of Education Psychology at the University of Saskatchewan as well as an English teacher at Saskatoon Collegiate. Bruce was the Coordinator of Counselling and Follow Up for the North America Billy Graham Evangelistic Association.

Currently, Bruce is the Director of Dynamic Growth Consulting where he is involved in teaching, counselling, holding seminars, and consulting with leadership personnel. He continues to be involved in the spiritual care of his church and community.

### **Course Competencies and Learning Outcomes**

To demonstrate competency in spiritual maturity students will:

1. Prepare themselves for pastoral care by examining their own personal struggles and making decisions to move toward healing.
  - *Assessment:* Resolving Spiritual Conflicts Exercise, Pastoral Counselling Spiritual Leader.
2. Identify and explain how one can depend on the Holy Spirit in pastoral care and counselling.
  - *Assessment:* Benner Review, Pastoral Counselling Spiritual Leader, Personal Inventory Activity, Resolving Spiritual Conflicts Exercise.

To demonstrate competency in counselling theory knowledge students will:

3. Explain key issues in pastoral care and counselling.
  - *Assessment:* Presentation, Case Studies, Benner text.
4. Practice with professionalism the foundational skills necessary for godly and competent pastoral care and counselling. This is developed by assessing problems, empathizing, listening, referencing appropriate Scriptures, and prayer.
  - *Assessment:* Case Studies, Presentation, Benner text.
5. Identify key scriptures that are beneficial for pastoral care and counselling in various situations.
  - *Assessment:* Interview Report, Case Studies, Presentation.
6. Plan for ad hoc pastoral care functions (e.g., marriage ceremonies, funerals, hospital visitation).
  - *Assessment:* Grief and Loss Care Plan.

### **Course Work**

#### **Required Readings**

*Nelson's Minister's Manual, NKJV.* Nashville: Thomas Nelson, 2003. ISBN: 9780785250890.

Anderson, Neil T. *The Bondage Breaker.* Completely Revised and Expanded Edition. Eugene, OR: Harvest House Publishers, 2019. ISBN: 9780736975919.

Anderson, Neil T. *The Steps to Freedom in Christ.* Bloomington, MN: Bethany House Publishers, 2017. ISBN: 9780764219429. NOTE: 'The Steps to Freedom' are recorded in Anderson's 2019 Edition. Therefore, it is not necessary to purchase the separate manual; however, it can be a very valuable tool in your ministry!

Benner, David J. *Strategic Pastoral Counseling: A Short-Term Structured Approach.* 2<sup>nd</sup> edition. Grand Rapids, Michigan: Baker Academic, 2003. ISBN: 9780801026317.

Scazzero, Peter. *The Emotionally Healthy Leader.* Grand Rapids, MI: Zondervan, 2015. ISBN: 9780310494577.

Wolfelt, Alan. Center for Loss & Life Transition. [www.centerforloss.com](http://www.centerforloss.com), 2011.

\*\*While students have the benefit of accessing their textbooks online through the [Digital Theological Library](#), they will not have access to the Digital Theological Library upon graduation. Therefore, we encourage students to purchase select textbooks to build their personal library. For your convenience, Horizon has partnered with Kennedy's Parable to provide textbooks.

### **Recommended Resources**

\*\* Collins, Gary. *Christian Counseling: A Comprehensive Guide*. Third edition. Nashville: Thomas Nelson, 2007.

**NOTE:** Although Collins' book will not be a required reading, it will be used as one of the resources for your class presentations. A copy will be on reserve in the library and on the DTL.

### **Course Assignments and Activities**

#### ***Pre-Module & Module Assignments***

##### ***1. Pre-Module Reading.***

Read Benner's *Strategic Pastoral Counselling*.

- **Due date:** November 15, 2021 at 9am.

##### ***2. Presentation (20%).***

In his text *Christian Counseling*, Gary Collins addresses many issues that people in our churches struggle with every day. You are to choose one of the 20 issues from Part 2, Part 4, Part 5, or Part 7. You can see the Table of Contents [here](#) on the DTL. Email me at:

[bruce.pringle43@gmail.com](mailto:bruce.pringle43@gmail.com) before the first day of class, declaring your choice for the presentation. You are encouraged to use a number of resources for your presentation, besides Collins. Once your topic is approved, email the Adjunct Faculty Advisor, who will tell you where to get a copy of the chapter from Collins. Since there is only one presentation per topic, to ensure you get your top choice, send your email sooner rather than later.

Prepare a 10–15-minute sermon or teaching lesson and present it to the class. Explain what the issue is and explain how to counsel someone through the issue, referring to key scriptures you may use to counsel someone through this problem. For 5 minutes after your presentation, you will practice your counselling skills on a fellow student, who will role-play that condition they are struggling with (e.g., A fellow student will pretend to struggle with anorexia and you must counsel them through this problem). Make sure to use key scriptures in this counselling role-play.

Submit to your professor a manuscript copy of your presentation (6-7 pages) and an outline of your presentation (1 page) prior to presenting. Also, post your presentation outline for your fellow students under the Discussion "Presentation Outlines."

- Related learning outcome(s): # 3, #4, and #5.

- **Assignment Length:** 15 minutes of presentation, 5 minutes of role-play. **Due date:** Presentations begin on Wednesday, November 17, 2021.

### ***Post-Module Assignments***

#### **3. *Grief and Loss Care Plan* (15%).**

Students will be required to:

- a) Visit Alan Wolfelt's centerforloss.com for a few hours and do a review of his clinic by sharing 5 or 6 key points that will be helpful in ministry as you care for those who grieve for the sick and dying (2 pages).
- b) Choose **one** of the following scenarios and complete the assignment:
  - a. Church Context - Write out a funeral plan. Explain what you will do from the moment you first hear about the death through to the burial, and include a basic outline of the message you will deliver at the funeral (about 4-5 pages).
  - b. Christian Counselling Center Context – Write out a framework for six counselling sessions when a client presents for counselling due to the sudden death of their 10-year-old child. Include in detail a plan for each counselling session including exercises, homework, and a summary report of each counselling session.
  - c. Chaplaincy, Hospice, or Palliative Care Context - Develop a comprehensive plan for supporting a family through end-of-life care and the death of their elderly parent with dementia. Include details of how you would support them while they care for their loved one, once the death occurs, and after-care support including involvement in the memorial service. Include a basic outline of the message you will share at the memorial service about their loved one.

Use Nelson's Minister Manual as a source. You may include other sources as helpful. Please refer to the "Funeral Planning Checklist" Lesson on Populi.

- Related learning outcome(s): #6.
- **Assignment Length:** 6-7 pages. **Due date:** December 3, 2021.

#### **4. *Benner Review* (15%).**

A reflective analysis and critical review of *Strategic Pastoral Counseling*. This includes 3 parts:

- a. A review of the book. What is Benner covering in his material?
  - b. Discuss the positive and negative aspects of his treatise.
  - c. What has Benner taught me about Pastoral Counseling?
- Related learning outcome(s): #2.
  - **Assignment Length:** 5-6 pages. **Due date:** December 13, 2021.

#### **5. *Resolving Spiritual Conflicts Exercise* (20%)**

- Read Dr. Neil Anderson's book *The Bondage Breaker*. Prayerfully move through *The Steps to Freedom in Christ*, page 207 and following, which Anderson outlines to resolve any spiritual conflicts in your own life. Write a report detailing your experience.
- Related learning outcome(s): #1 and #2.
- **Assignment Length:** 3-4 pages **Due date:** December 21, 2021.

### 6. Interview Report (15%).

Choose one pastor, Christian counsellor, or hospital chaplain for an interview. The purpose of this assignment is to assess the work dynamics, counselling approaches, and community resources used by a pastoral care and counselling professional. The student will compare, contrast, and complement the dynamics, approaches, and resources discovered in the interview with those learned through the course material. See Guidelines for the Interview in Appendix A.

- Related learning outcome(s): #5.
- **Assignment Length:** 6-7 pages. **Due date:** January 10, 2022.

### 7. Pastoral Counselling Spiritual Leader (15%).

Read the Scazzero textbook. In light of the failure, on the part of some of our Christian leaders, it is imperative for us as Pastors, Counsellors, and Spiritual leaders to strive to finish strong. Let us always be reminded of 1 Cor. 10:12 “Therefore, let him who thinks he stands take heed lest he fall.” With the use of Scazzero’s *The Emotionally Healthy Leader* and other references, write a teaching document/sermon on how a spiritual leader can strive to finish strong. In your discussion you should include such characteristics as humility, integrity, self control, etc.

- Related learning outcome(s): #1, #2.
- **Assignment Length:** 6-7 pages. **Due date:** January 10, 2022.

### Course Outline / Class Schedule

**Note:** Although I have not specified definite times for Case Studies, students will be involved in a diversity of them throughout each day. The outline below is a simple guide for the week; however, I will make changes as necessary.

#### Monday, November 15, 2021

1. Introduction of Class with review of Syllabus
2. Counselling is a Ministry – 2 Cor. 4:1-11
3. The Prepared Counselor – The Holy Spirit, Scriptures, etc.  
\*Case study – A Counselling format will be given.
4. Characteristics of Good Mental, Emotional and Spiritual Health of the Pastoral Counselor
5. Unique Stresses in Counselling

#### Tuesday, November 16, 2021

6. Human Needs of the Whole Person – Soul Care
7. Counselling Goals, Principles and Answers for Pastors
8. The Real Picture in Biblical Counselling – Our Weapons
9. The Art of Communications – Listening, Empathy, Assessment, etc.

#### Wednesday, November 17, 2021

10. Christ’s Ministry to those in Bondage - Isaiah 61:
11. The Occult and Works of Satan
12. Counselling Presentations in P.M.

#### Thursday, November 18, 2021

13. Door Openers to Occult Activity

14. Our Weapons - Review
15. The Power of the Holy Spirit in Overcoming the Enemy  
Counselling Presentations

### Friday, November 19, 2021

16. Pulling Down Strongholds, Steps to Deliverance  
Counselling Presentations if Needed
17. Understanding the Ministry of Emotional Healing, My Commitment
18. Depending on time remaining other Counselling issues will be considered

➤ **Assignments will not be accepted after January 10, 2022.**

**Estimate of Time Investment** (individual time investments may vary)

Classroom time	30 hrs	N/A	Assignment Weighting
1. Pre-Module Reading	12 hrs	Nov. 15, 9AM	N/A
2. Presentation	10 hrs	Mod Week	20%
3. Grief and Loss Care Plan	10 hrs	Dec. 3	15%
4. Benner Review	12 hrs	Dec. 13	15%
5. Resolving Spiritual Conflicts Exercise	15 hrs	Dec. 21	20%
6. Interview Report	14 hrs	Jan. 10	15%
7. Pastoral Counselling Spiritual Leader	20 hrs	Jan. 10	15%
Total =	~123 hrs		

## **Academic Policies**

### **General Guidelines for the Submission of Written Work**

#### *Formatting Papers*

- Papers should be typed, double-spaced and follow the appropriate formatting guidelines (e.g. 1 inch margins).
- Follow the [Horizon Format Guide](#) consistently.
- The length of papers should fall within +/- 10% of the stated length. Papers that fall outside the length guidelines may not be graded and will receive a grade reduction.

Failure to follow these guidelines warrants a grade reduction.

#### *Submitting Your Assignments*

Assignments should be submitted via [Populi](#). The resource at this link

<https://support.populiweb.com/hc/en-us/articles/223792507-How-to-submit-work-for-assignments> explains how to submit assignments on Populi (the link to the video is also available on the info tab of the Populi course page).

### **Late Assignments and Extensions**

All assignments are due when stated by the professor or, if not specified, within 8 weeks after the first day of class. Please contact the professor well in advance if you would like to request an adjustment to any of your due dates. A late penalty will be assessed for all overdue assignments: 1-3 days late, penalty of 10%; 4-6 days late, penalty of 20%. After six days late, an assignment receives a grade of 0.

## Grading

Grade	Percentage	GPA	Descriptor
A+	97-100%	4	Exceptional
A	93-96%	4	Excellent
A-	90-92%	3.7	Excellent
B+	87-89%	3.3	Good
B	83-86%	3.0	Good
B-	80-82%	2.7	Good
C+	77-79%	2.3	Satisfactory
C	73-76%	2.0	Satisfactory
C-	70-72%	1.7	Satisfactory
D+	67-79%	1.3	Minimal Pass
D	63-66%	1.0	Minimal Pass
D-	60-62%	0.7	Minimal Pass
F	<60%	0	Failure

## Academic Honesty

Horizon uses the University of Saskatchewan definition of plagiarism described as “the presentation of the work or idea of another in such a way as to give others the impression that it is the work or idea of the presenter. Adequate attribution is required. What is essential is that another person have no doubt which words or research results are the student’s and which are drawn from other sources” (Office of the University Secretary, 2012). Students are expected to give due recognition to sources from which all substantial phrases, sentences or even ideas are drawn. Note also that you may not submit work done in one course to satisfy the requirements of another course (unless both instructors agree beforehand to accept such work). See [here](#) for examples of plagiarism and further guidelines in the Seminary [Student Handbook](#).

## Disability Services Information

If you would benefit from learning accommodations due to pre-existing physical or mental health conditions or learning disabilities, contact the Academic or Student Life departments at the beginning of the course. Horizon will work to meet your learning and/or physical needs where possible. If any conditions arise during the course that you wish to disclose, please contact us as soon as possible. In all cases you will need to provide current [documentation](#) of the disability or condition you wish to disclose. Horizon takes appropriate care to ensure confidentiality about any such disclosures. For more information, contact Horizon’s Dean of Students, Associate Dean of Students, or Academic Coach.

## Class Attendance

Students should attend all classes in order to optimize their learning experience. In the case of illness or other unforeseen circumstances, students may miss one day of a module course or three days of class in a term or semester course without academic penalty. A student must be present for the full duration of a class period in order to be registered as present for the class. Students who are absent for more than the number of classes stated above will automatically fail the

course. Students wishing to be exempted from this policy due to extenuating circumstances may make an academic appeal, where they will need to document and verify those circumstances.

### **Campus Health Policy**

While on campus, please maintain 2 metres of physical distance between yourself and others. Do not come on campus if you are experiencing symptoms (even if they are mild) of fever, cough, shortness of breath, sore throat, chills, runny nose, or a loss of your sense of taste or smell. If you have any of these symptoms, do not return to campus until advised by Public Health. You should self-isolate and contact HealthLine 811 for advice on whether you should be tested for COVID-19. This will help keep others safe and possibly spare them from self-isolation and testing. While you are in self-isolation, you may attend class online. The link to access your class is posted on the course page on Populi, under the Syllabus tab, under Links on the right side of the page.

### **Live-Streaming Etiquette**

If attending class online via live-stream, keep your camera on and stay present and attentive throughout the class session, extending the gift of full engagement. Access your class with a computer (preferably) or tablet, not a cell phone. Arrive to class on time, and dress as you would if you were attending class on campus. Join the class from a quiet space with minimal background noise, and mute your microphone until you wish to speak to the class.

### **Use of Technology**

Horizon encourages the use of electronic devices in the classroom to enhance learning. Careful consideration must be given to privacy issues, copyrighted materials, and the general care and concern for others. Please respect the following classroom policies:

- Please use online access for course learning only. This is a matter of respect for the instructor's teaching, your own learning, and fellow students who may be distracted by other uses.
- Students should secure permission from the instructor to record any teaching material. This includes PowerPoint slides, white board illustrations, notes, and any form of audio or video.
- Student feedback is a valuable input for course improvements. Please resolve any classroom grievance about the instructor or course with the instructor personally, through the Horizon College and Seminary grievance procedures, or the Populi-based course evaluations. It is inappropriate to air classroom grievances on a social media platform.
- When instructors use recording mechanisms in the classroom, recorded materials will be used for the sole purpose of instruction and cannot be released to any social media outlet without the written consent of the students whose images have been recorded.
- In general, it is not acceptable to share photographs or videos of students in the classroom setting without permission from those whose images appear in such media.

### **Bibliography**

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## APPENDIX A

### GUIDELINES FOR INTERVIEW OF A PASTOR, CHRISTIAN COUNSELLOR, OR HOSPITAL CHAPLAIN - RE: PASTORAL COUNSELING

#### Goal

- To personalize your awareness of the role of Counseling in Pastoral Ministry

#### Assignment

- Interview one Pastor, Christian Counsellor, or hospital chaplain and submit a written report

#### Guidelines

- Follow these guidelines carefully:
1. Prepare your questions and your method for note-taking in advance (e.g., clipboard to take written notes during interviews, audio recorder, do not take video).
  2. Select ONE pastor, Christian Counsellor, or Hospital Chaplain who has been in vocational ministry for at least 8 to 10 years.
  3. Check with class members to see if others are planning to interview the same pastoral care professional.
    - If so, do your best to set up just one interview that all students can attend at the same time
  4. Arrange for appointments to interview each of the pastoral care professionals.
    - Ask for 40 to 50 minutes of their time
    - Email the pastoral care professional your list of questions in advance so they can mentally prepare for the session and more actively participate in the structured flow of your questions
  5. Use your time effectively to maximize the information you can get from the interviews.
    - Watch the clock to ensure that you get through your list of questions.
  6. Make good notes (or audio for later transcribing) for use in writing your report.

#### Suggestions for Questions

You should use all of the following questions but also be free to add more of your own questions as well:

1. How many years have you been a pastor/counsellor/chaplain?
2. How important is it for a pastor/counsellor/chaplain to be available for pastoral counseling?
3. How much counseling do you do as a pastor/counsellor/chaplain, and what kinds of counseling are the most common that you do?
4. In what ways has the counseling side of your ministry changed over the years? (e.g., increased, decreased, different needs, etc.)
5. What do you consider to be the core or essential skills that a pastor/counsellor/chaplain needs in order to counsel effectively?
6. To what extent do you feel that you are adequately trained (have the skills) to do counseling as a pastor/counsellor/chaplain?

- For what specific areas do you feel adequate? Inadequate?
7. How would you describe your model(s) or approaches to methods of pastoral counseling?
    - Are there any specific secular and/or Christian counseling approaches that appeal to you?
    - In what ways do you use your Christian resources (e.g., the Word, prayer, etc.)?
  8. How long is a typical counseling session?
  9. How do you structure a typical counseling session?
    - What do you do?
    - How firm and/or fluid is the flow of your typical sessions?
  10. To what extent do you give counselees 'homework' to do between sessions?
    - If so, what kind of homework?
  11. How long (number of sessions) do you typically spend with the same person(s)?
    - What is the maximum number of sessions?
  12. Can you speak to the issues of boundaries and potential dangers in pastoral counseling?
  13. How and when do you decide to refer someone to other more specialized help?
  14. Is there anything else you would like to share to help me (us) to understand the role of counseling in your ministry?
  15. What are some key scriptures that you use in pastoral care and counselling?
  16. What type of documentation do you keep for your pastoral counselling work?
  17. Where/how do you store this?
  18. What referral resources do you use in the community when providing pastoral care and counsel?
  19. How do you work with a circle of care to support someone in the issues they are facing (for example: Christian counsellor in the community, marriage therapist, doctor, psychiatrist, addictions counsellor, probation officer)?

### Written Report

- From your interview notes, prepare a written report that summarizes what you have learned about the role of counseling in this pastoral care professional's ministry.
- Also include some summative commentary about what your interviews (and subsequent reflection) have taught you about pastoral counseling beyond the specific details of the pastor.
- List key scriptures that the pastor/counsellor/chaplain would use in counselling and pastoral care and in what settings.

**Assignment Length:** 6-7 pages.

**Due date:** January 10, 2022