



ST ANDREW'S THEOLOGICAL COLLEGE (SATC)

COURSE NAME: CHURCH ADMINISTRATION AND MANAGEMENT

COURSE CODE: CAM400

COURSE CREDIT: 3

COURSE DESCRIPTION:

This course examines the Constitution of the Presbyterian Church in Trinidad and Tobago and its organizational structure. It also examines the roles, functions and responsibilities of the different arms of Church management. It focuses on the significance of planning, implementing, monitoring, assessing and evaluation and identifies the qualities of a manager.

AIM:

- To provide a working knowledge of the Constitution of the Presbyterian Church
- To sensitize students to the various structures of the Church administration
- To develop administrative and managerial skills

LEARNING OUTCOMES:

Students will be able to:

- Demonstrate knowledge of the role, functions and responsibilities of Church administration and management
- Utilize their knowledge of the Constitution of the Presbyterian Church in Trinidad and Tobago in decision-making and in their administrative duties in the Church.

COURSE CONTENT

- The Nature of the Church. Church as *ecclesia* or assembly of the Jesus Movement.
- The main pillars of the Protestant Reformation. Faith Alone. Grace Alone. Christ Alone. Scripture Alone. To God Alone the Glory.
- The significance of the Protestant Principle.
- A critical study of Church as Organization.
- Church as Organism.
- Administration and Management in the mission of the Church.
- The Constitution of the PCTT.

COURSE TEXTS:

Alves, R. (1979). *Protestantism and repression*. (J. Drury, Trans.). Maryknoll, NY: Orbis Books.

Boff, L. (1985). *Church charism and power: liberation theology and the institutional Church*. (J.W. Diercksmeier, Trans.). New York: Crossroad.

Boff, L. (1986). *Ecclesiology: The base communities re-invent the church*. (Robert R. Barr, Trans.). Maryknoll, NY: Orbis Books.

The Constitution of the PCTT.

Tillich, P. (1948). *The protestant era*. Chicago, Illinois: The University of Chicago Press.



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TEACHING AND LEARNING STRATEGIES

Lectures
Presentations
Group projects
Discussion
Field research

COURSE ASSESSMENT:

Attendance & Class participation	10%
Group project	20%
Research Papers	30%
Final Research Paper	40%
TOTAL	100%