

# CERTIFICATE COURSE IN CHILDREN'S MINISTRY



## HANDBOOK

**TRAINING DEPARTMENT**  
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## **GENERAL INFORMATION**

- 1.1 COURSE TITLE:** Certificate Course in Children's Ministry
- 1.2 AWARD AT END OF COURSE:** TSM Certificate in Children's Ministry.
- 1.3 VALIDATING AUTHORITY:** The Shepherd's Ministries (TSM)
- 1.4 NORMAL DURATION:** 2 Weeks (Evenings and weekends) OR 3 Weekends (Friday-Sunday) OR 10 Weeks (Saturdays)

### **2.1 RATIONALE, AIMS AND OBJECTIVES**

The need to include children in the full life and ministry of the Church cannot be over emphasized. More than half of the world's population are children and they are the least evangelised group.

Children form an inseparable part of the body of our Lord Jesus Christ. They are equal members of His body and should be allowed to take their place in His army. They can minister and be ministered to.

There is a great need to train and equip every Christian on how to reach and disciple children for the Lord Jesus Christ.

### **2.2 AIMS**

To help Christians develop the understanding, attitudes, and skills required to raise a generation of children who can make the right choices in life; shine as light in the midst of darkness; live above survival; be winners and champions; at home in the Spirit and Word of God. Raising an army of children who are proud emissaries of their maker.

## **2.3 OBJECTIVES**

It is expected that the Student, will, on completion of this course

- a) Be able to effectively lead a child to Christ and disciple such a child.
- b) Be able to bring children into an experience of worshipping God in truth and in Spirit.
- c) Be able to give children a world-view based on God's Word.
- d) Be able to help children exercise their gifting in local and global missions.
- e) Be able to help children to be living and active members of a local Church and playing practical and dynamic roles in world missions.
- f) Have a basic knowledge of several applications of audio and visual aids used in Child Evangelism.
- g) Be able to apply a wide range of techniques in managing children in and outside the home environment.
- h) Be well prepared to run an effective children's ministry in their church and neighbourhood.
- i) Be able to enter higher-level courses in Christian Ministry.

## **3 TEACHING, LEARNING AND ASSESSMENT METHODS.**

The course is designed to be very practical. Teachers use a range of teaching styles to stimulate and sustain interest, to involve students in a process of active learning, and to give each student the opportunity to participate. Likewise, the variety of assessment methods are intended to afford every student the opportunity to show what he or she has achieved in terms of knowledge, competencies and skills.

The background of students are wide ranging and there is much opportunity for those with little or no previous experience in children's ministry to benefit from those who have, particularly in group activities and practical sessions. Personal assistance is also given to students by the teaching staff.

#### **4 COURSE MANAGEMENT.**

The day-to-day management of the course is the responsibility of the Training Coordinator assisted by the Course Team. The team comprises of:

- (a) Training Coordinator.
- (b) Training Committee.
- (c) All Teaching Staff.

Student involvement in the running and development of the course is valued and ensured via the Board of Studies.

#### **5 ADMISSION REGULATIONS.**

All candidates must be committed Christians.

There is no strict educational qualification, but applicants must demonstrate the ability to assimilate and handle information from spoken and written communications to meet the required needs.

The Training Coordinator will be responsible for assessing Applications for admission and may invite applicants for interview.

# COURSE SYLLABUS

## (i) A SURVEY OF CHILDREN'S MINISTRY IN THE BIBLE.

### Aim:

Given the wide range of Students' background, it is expedient to undergo a Biblical Survey on child evangelism: to bridge every gap and have a common foundation for all students in the course of study.

### Syllabus:

Undertake a book-by-book survey of the Bible for evidence and guidance in children's ministry.

## (ii) REACHING AND TEACHING CHILDREN

### Aim:

The purpose is to provide Students with the knowledge, understanding and skill they need to effectively communicate gospel truths to children.

### Syllabus:

- Why reach and teach children?
- Demonstration of materials used in helping children to know Christ.
- Leading a child to Christ.
- Social and cultural influences on children.
- Understanding children today

### **(iii) DISCIPLESHIP IN CHILDREN.**

#### **Aim:**

Presenting every child perfect before the Lord. (Colossians 1:28)

#### **Syllabus:**

- Counselling the child.
- Assurance of salvation.
- Dealing with sin.
- Follow-up
- How to study the Bible.
- Scripture memorisation and meditation
- Teaching children to pray.
- Fellowship.
- Giving.
- Discipline
- Witnessing and motivating the Christian child for missions.

### **(iv) CHILD DEVELOPMENT:**

#### **Aim:**

To have an understanding of how children develop so that they can be helped to develop their God - given potentials; understanding ways to help children grow into the image of Christ. (Romans 8:29; 2 Corinthians 3:18; Ephesians 4:13,15; 2Peter 3:18)

#### **Syllabus:**

- Understanding the developmental stages of children.
- Development of faith in children
- Nurture in the Old Testament
- Nurture in the new Testament
- The role of Scripture in Nurture
- The Nurture Process.
- Moral development in children
- Personality development in children

- Steps in training up a child

(v) **UNDERSTANDING THE CHILDREN'S WORLD AND THE ISSUES THEY FACE:**

**Aim:**

Seek to bridge the gap between the children's worker and children, and to equip students to deal with the realities of children's experiences.

**Syllabus:**

- Complex family situations
- Stress
- Accidents
- Drugs
- Abuse
- Poverty
- Homelessness
- Peer pressure, etc.

(vi) **MINISTERING TO THE WHOLE CHILD**

**Aim:** Learning to involve spirit soul and body in worship.

**Syllabus:**

- Spirit
- Soul
- Body



## **(vii) TEACHING TECHNIQUES**

### **Aim:**

To help students gain understanding of how children learn, and creative ways of reaching children of different learning abilities.

### **Syllabus:**

- Active learning
- Ways children learn/learning styles
- Games for children
- Adventurous Art and creative crafts - doing crafts with children.
- Making music with children.
- Puppetry, Story telling, Mime and Drama.

## **(viii) THE CHILDREN'S CHURCH**

### **Aim:**

To equip students to run effective and result orientated children's ministry in their churches.

### **Syllabus:**

- The need for Children's Church
- As a faith Community
- Designing Sunday School Curriculum
- Goals for children's ministry
- Sunday School Programme
- Types of children's church
- Pillars of a children's church
- Organising a successful children's church
- Whole church worship
- Setting up classrooms
- Choosing curriculum and resources

## **(ix) CHILDREN'S BIBLE CLUB.**

**Aim:**

To equip students to reach the unreached children with the gospel, and to establish them in Bible teaching Churches and Fellowship groups.

**Syllabus:**

- Establishing an effective children's Bible Club.
- Children's Bible Club program.
- Management of children's Bible Club.

**(x) CHILDREN'S MINISTRY PROGRAMMES**

**Aim:**

Exploring a wide range of dynamic and robust approaches to children's ministry.

**Syllabus:**

- The Children's Church
- Children's Bible Club
- Children's after school clubs
- Children's Holiday Bible School
- Using creative teaching methods
- Planning special events.
- Recruiting and training leadership (including volunteers)
- Approaches and ideas for children's ministry

**(xi) WORKING WITH PARENTS:**

**Aim:**

Enabling students to develop a viable partnership with parents.

**Syllabus:**

- Importance of working with parents.
- Getting parents involved
- Providing help for parents
- Ministering to single parent families
- A parenting ministry

**(xii) PRENATAL MINISTRY:**

**Aim:**

Providing students with the nuts and bolts of reaching children at an early age.

**Syllabus:**

- Why
- Benefits
- Elements of Prenatal Ministry

**(xiii) THE EFFECTIVE PARENT AND TEACHER**

**Aim:**

To equip students to help parents in giving their children a good and perfect

**Syllabus:**

- Qualifications of a teacher.
- Keys to effectiveness

**(xiv) TEACHING SONGS AND MEMORY VERSES EFFECTIVELY.**

**Aim:**

To inculcate in children the value of spiritual songs and memorising scripture portions. (Psalms 8:2; 119:11, 105, 130)

**Syllabus:**

- Procedures for teaching Bible verses and songs effectively.
- Preparation and use of relevant visual aids.
- Ways of effective teaching.
- Review of Bible verses
- Composition of children songs.
- Leading children in worship

**(xv) BIBLE LESSON PREPARATION AND PRESENTATION.**

**Aim:**

Equip students with the ability to appropriately communicate the Word of God to the child. (2 Timothy 2:15) Students will be helped to realise the indispensability of teaching and preaching to Christianity. They will be challenged to give themselves wholeheartedly to their calling of showing children and young people the way of salvation. There will be a strong emphasis on Spirit filled, confident, intelligent and relevant Biblical teaching that would help children to grow into mature disciples of our Lord Jesus Christ.

### **Syllabus:**

- The authority of the scriptures
- Contemporary objections to preaching an to the gospel
- Theological foundations for teaching and preaching the gospel
- Lesson Preparation and presentation
- Ending a class
- Evaluating your teaching
- Individual and Group practical presentations.

### **(xvi) WORKSHOP: PRODUCTION AND USE OF VISUAL AIDS.**

#### **Aim:**

Equip Students with knowledge and skill of using visual aids. To make God's word clear and plain to the child in a way that it can be easily understood, received, believed and acted upon.

#### **Syllabus:**

- Introduction to Illustrations.
- Biblical survey of illustrations
- Types of illustrations
- Make and use of visual aids.
- Advantages of illustrations
- Exhibition of materials produced by students.

### **(xvii) HEALTH AND SAFETY AWARENESS**

#### **Aim:**

Inform students on the basic requirements for a safe and sound environment for children's work.

**Syllabus:**

- Child protection
- Illness and the Ill child
- Medication

**(xviii) MENTORING**

**Aim:**

To help students stir up the gift of God in children and to channel such towards fulfilling its object. (2 Tim. 1:6)

**Syllabus:**

- Motivating children to achieve

**(xix) DEVOTION**

**Aim:**

Equip students with some essential tools for their spiritual walk and warfare. (2 Tim 3:17)

**Syllabus:**

- Covenant
- Armours of God.
- Spiritual warfare

**(xx) TIME MANAGEMENT:**

**Aim:** Learning to make the most efficient use of time.

**(xxi) SPREADING THE VISION.**

**Aim:**

Give students a good grounding in practical ways of mobilising workers and sharing their vision.

**Syllabus:**

- Strategies for mobilising workers.
- Sharing your testimony effectively.
- Goal setting.