

**Biblical Skills Requirements**  
**Board of Ordained Ministry**  
**Full Member Candidates**

**The following is due by August 7, 2017**

*Return to Rev. John W. Nupp*

**During the 3-year residency period the following requirement must be completed and passed before a Provisional Candidate is allowed to attend the Full Membership Examination. Candidates who fail to comply with these instructions will not be eligible to attend the Examination.**

**Biblical Skills Requirement:** If you have submitted early, thank you. If not, you must now complete and pass the Biblical Skills requirement. The Bible study you submit must have been taught in your congregation. This Bible study must receive an acceptable evaluation from the Biblical Skills Committee of the Board of Ordained Ministry. Please read and follow the following instructions.


Each candidate is required to prepare and videotape a 45-minute to one hour Bible Study session designed to meet the needs of their present appointment. We are looking for biblical scholarship that reflects your seminary training. A good study also engages and excites participants about scripture.

**General Instructions:**

*If you have any questions, contact Rev. John W. Nupp.*

- 1. Date for submission:** The Bible Study can be submitted anytime during the residency period before September 1 of the year before the retreat the candidate is eligible to attend. Hence, to attend the 2018 Exam a Bible Study must be submitted by **August 7, 2017**.
- 2. The Bible Study must be submitted to the Conference Center. Please address your package to:**

Board of Ordained Ministry Biblical Skills Committee  
c/o Rev. John W. Nupp  
Center for Clergy Excellence  
Baltimore Washington Conference of The United Methodist Church  
11711 East Market Place Fulton, MD 20759

- 3. Bible Study Inventory:** The following items must be submitted
  - a. **A Clearly Labeled Recording** (DVD, memory stick, or other media storage) of your actual study session, which includes your name and phone number.
    - **Make sure to do a complete audio check before taping the entire session.** A recording that is inaudible will be returned for resubmission.
  - b. **A Bible Study Lesson Plan:** A detailed description of the course of instruction for an individual bible study. Include your name at the top right hand corner of each page and have pages numbered (1/9, 2/9, etc.).
    - i. **Title of Bible Study Resource** (include author, title, publisher and date) being used.  
***\*\*A lesson from a Bible Study that The Curriculum Resource Committee of The United Methodist General Board of Discipleship has endorsed is required*** and can be found highlighted in the Cokesbury catalog or the website with the following logo:  **\* Not all resources with this Logo are Bible Studies, make sure that it is a Bible Study.** If you are not sure if the resource is a Bible Study, please connect Rev. Gladman Kapfumvuti. You may not use a lesson

from the Disciple Bible Study series. The lesson used is to be adapted to the group in their present appointment.

- ii. ***A primary scripture text*** - use The New Revised Standard Version as your primary version. Other versions can be used for comparison when teaching. **A group reflection on one or two verses of scripture will not fulfill the requirement for a study.** Even if your overall study is thematic, it must include a primary text or texts.
- iii. ***Description of the Learners and Setting*** - Age of students, Church or community members
- iv. ***Reason for the Bible Study*** - regular study group or special short term study to fulfill this requirement, your motivation for picking this particular topic and how it intersects with what is happening in the community.
- v. ***Learning Objectives:***
  - Behavioral Objectives - What the students will be able to do at the lesson's completion
  - Knowledge Objectives - What the students will know at the lesson's completion
- vi. ***List of Materials Needed*** - Ex. Bible, Pictures, Hymnal
- vii. ***List of Additional Resources*** consulted for preparation or presentation, as well as a list of any other media you used to develop or lead your session. Please include a bibliography of commentaries and texts. You may include a copy of the study guide you used. If video clips are used or words of songs printed, please include your church's copyright license information. (A good resource to consult: Dick Murray's: Teaching the Bible to Adults and Youth)
- viii. ***Outline of Session*** which includes an introduction to session, the historical and Biblical setting of the scripture text (this information must be taught), the information to be covered in each section of the Bible study, the teaching techniques used (Auditory- hearing the information; visual- seeing the information; kinesthetic- touching; Participation) and the approximate time for each activity.  
*After your session*
- ix. ***Final Evaluation-*** How well did the learners respond? Is there anything you would do differently?

### **Evaluation Criteria Used by Biblical Skills Committee:**

The total possible score for the Bible Study is 100 points. A score of 70 or higher is passing. The evaluation criteria are included: **I. Content-** Exegesis/Research and Life Application, **II. Presentation-** Teaching Plan and Teacher/Student Interaction, **III. Materials-** Lesson Plan, Video Quality, and Bible Study Inventory is complete. A brief commentary about the study will be sent to the candidate after it has been evaluated by the Biblical Skills Committee.

**NOTE:** Some of you have taken advantage of the opportunity to submit your Biblical skills requirement for the Full Member Exam early. Some of you are returning Full Member Exam candidates and have previously passed the Biblical skills requirement. Once the Biblical skills for the Full Member Exam has passed, there is no need to repeat it, unless you would like to try for a higher score. **Please note that you must have passed the Biblical Skills requirements for Full Membership in order to be invited to the Full Member Examination.** You should receive a response from the committee within 2 months. Please be patient.