



## Summer 2025

### *Primary Instructors: Rob Alfalah and Jeremy Clark*

#### SYNOPSIS OF THE COURSE

##### CLASS & CONTACT INFORMATION

<b>Class location:</b>	St. Louis ACS Building 3362 Hollenberg Dr. Bridgeton, 63044
<b>Class meeting times:</b>	June 23, 2025 – September 18, 2025 <b>Mondays and Wednesdays:</b> 9AM – 4 PM <b>Tuesdays and Thursdays:</b> 1PM – 7PM Some of these days and times are subject to change.
<b>Course Website:</b>	<a href="http://www.imsda.org/imcalled">www.imsda.org/imcalled</a>
<b>Rob Alfalah Contact:</b>	Mobile: 515-720-2372      Email: <a href="mailto:ralfalah@imsda.org">ralfalah@imsda.org</a>
<b>Jeremy Clark Contact:</b>	Mobile: 417-531-3922      Email: <a href="mailto:jclark@imsda.org">jclark@imsda.org</a>
<b>Office Location:</b>	St. Louis ACS Building
<b>Office hours:</b>	By Appointment

##### BULLETIN DESCRIPTION OF THE SCHOOL

To equip Seventh-day Adventists to be soul winners in their spheres of influence by educating them on theology, prophecy, practical and personal spirituality, and how to gain and give Bible studies.

##### PROGRAM & COURSE LEARNING OUTCOMES

The goal of this curriculum is to broaden the pool of faithful disciples of Jesus by training lay-ministers and Bible workers to serve in their communities and throughout the IA-MO Conference.

- “It is not merely the duty of the minister, but of every member of the church, to represent Christ to the world.”—RH, March 8, 1887, paragraph 5.
- “The minister's work is the lay member's work as well.”—RH, July 9, 1895, paragraph 4.

The following **Course Learning Outcomes** contribute to this overall objective by identifying the key learnings to be achieved by diligent work in this course:

1. To learn how to: study the Bible for yourself, give a Bible study, preach quality sermons, strengthen one’s own personal and family spiritual life, and to help others do the same.
2. To further understand apocalyptic Bible prophecy and the fundamental teachings of the Seventh-day Adventist (SDA) Church.



3. Present a biblically-based, well-organized, Christ (gospel)-centered response to those who have challenged the SDA understanding of Bible prophecy and our fundamental Bible-based beliefs.
4. Strengthen and increase leadership skills by learning conflict resolution techniques, team building principles, and how to work with the local church and its leadership.
5. To learn how to procure Bible studies with friends, family, and those in your community and how to do effective door-to-door work.
6. To learn about the cycle of evangelism for the local church.
7. **NOTE:** Employment in the IA-MO Conference is not a guaranteed outcome of graduation.

## COURSE OVERVIEW

### COURSE MATERIALS

#### Required Course Materials

- *Seventh-day Adventists Believe*, Third Ed., 2018, 452 pages.
- *Studying Together* by Mark Finley, 208 pages
- *Answers to Difficult Bible Texts* by Joe Crews, 87 pages
- *The Bible Textionary* by Noble Vining, 47 pages

**\*\*The above resources will be provided for you on the first day of class as part of your enrollment.\*\***

**Recommended Course Materials:** See Appendix 3. Also, other materials, books, and resources may be recommended throughout the 13-Week session for your continued education and growth.

### REQUIREMENTS BEFORE THE OPENING DAY OF CLASSES:

1. **Read the Summary Descriptions of the 28 Fundamental Beliefs:** [ADV-28Beliefs2020.pdf](#) This document is also included on the [www.imsda.org/imcalled](http://www.imsda.org/imcalled) webpage.
2. **Read Daniel and Revelation 2-3 times, preferably using a “Formal Equivalence” (more literal) translation:** HCSB, ESV, KJV, NASB, NKJV, RSV.

### REQUIREMENTS DURING THE TIME CLASSES ARE BEING CONDUCTED:

1. Attend all lectures and actively participate and engage in class discussions.
2. Participate in active Bible study procurement work, especially going door-to-door (i.e., cold call solicitation) and following up with interests and leads (i.e., warm call follow-up). **NOTE:** This school will be partnering with a local St. Louis area church for this type of outreach activity.
3. Take notes from class lectures and discussions, as you see fit, to help you.
4. Review the “Practical Christianity” Section (pp. 101-120) in Mark Finley’s *Studying Together* by **Tuesday, June 24, 2025**, to prepare for the class on that day.
5. Select two Bible passages/topics, a *different* one for each of these two areas:



- 1. Developing a sermon and 2. Creating a Bible study. You will need 1 different passage/topic for each of these methods of Biblical presentations.
  - These can be a portion of a book, a psalm, a story, or a parable. You can potentially choose a topic (Sabbath, Salvation, Grace, Judgment etc.) instead of a passage.
  - A topic (such as one of the *28 Fundamental Beliefs*) would be ideal for the study portion. It is better suited for defending this belief during the “Hot Seat” portion of this school.
  - Either a passage or topic would be fine for the sermon. However, it is best to preach sermons from one main passage.
  - Near the end of the school year, you will then preach your sermon to the class and lead them in a Bible study (see criteria for grading on each of these below).
  - **Email/submit your passages/topics to Rob Alfalah by 7/10/2025.**
6. Email/submit your Bible study outline to **Rob Alfalah by 8/14/2025.**
- Outlines, although simple in nature, must still be able to communicate the content of the Bible study to the instructor. Paragraphs can be avoided.
  - 15-minute practicums to lead the class through this study begin no sooner than the week of **8/25/2025.**
7. Email/submit your sermon outline to **Rob Alfalah by 9/4/2025.** 20-minute practicums to preach this sermon to the class begin no sooner than the week of **9/15/2025.**

#### ***CONSIDERATIONS AND OPPORTUNITIES AFTER THE TIME CLASSES CONCLUDE:***

1. Continue to work with the local church to follow-up with additional Bible study interests.
2. Lead these interests to the public evangelism campaign that will be scheduled when classes are completed. If possible, stay to help the local church with this series.
3. Continue to read and learn on various topics to strengthen the ministry God will/has/is giving you. The recommended reading list at the end of this syllabus is a resource to help you.

#### **GENERIC WEEKLY CLASS SCHEDULE**

<b>Macro Schedule for Classes: June 23 – September 18, 2025 (All changes will be given in class)</b>				
<b>*Worship on Mondays</b>	<b>8:30AM – 9AM</b>			<b>Comments</b>
Monday & Wednesday	9AM – Noon	3 hrs/day		Lecture/Discussion
	Noon – 1PM	1 hr/day		Lunch
	1PM – 4PM	3 hrs/day	12 hrs/wk	Lecture/Discussion
Tuesday & Thursday	1PM – 2:30PM	1.5 hrs/day		Lecture/Discussion/Prayer
	2:30 – 7:00 p.m.	4.5 hrs/day	12 hrs/wk	Field Work



## TOPICS TO BE COVERED DURING THE SCHOOL YEAR

Class Topic	Topic Description
Dive Deeper into Daniel and Revelation	This class will give the student a deeper understanding of these two apocalyptic prophecy books that will further affirm your faith in God, the Bible, and the last day message of the Seventh-day Adventist (SDA) Church.
28 Fundamental Beliefs of the SDA Church	The class will be using the <i>Seventh-day Adventist Beliefs</i> book to review the 28 Fundamental Beliefs of the SDA Church.
Apologetics	The student will be taught how to use the Bible to lovingly defend the fundamental beliefs of the SDA Church.
Prayer Life	The class will learn what prayer is and why it is important. They will the types of prayer that can be uttered and principles that can strengthen, rejuvenate, and revive their prayer lives.
Devotional Time	The student will learn how to strengthen their one-on-one time with Jesus to strengthen their walk with Him.
Family Worship	Strong families make strong churches. In this class, you will not only learn some practical ideas on how to conduct family worship. You will also learn principles that will allow you to tailor your family worship time to serve your family's needs.
How to Study the Bible	This class will give you the fundamental principles on how to study the Bible for yourself and really understand God's intention for the text. This will allow to study any passage, topic, or book of the Bible effectively.
How to Give a Bible Study	Here, the student will learn how to lead in Bible studies using pre-existing studies and even how to make their own. Students will also learn principles to help them be most effective when leading out in Bible studies with friends, family, and neighbors.
How to Deal with Sin	This class will help the student to Biblically, graciously, and lovingly deal with sin in the lives of those you are seeking to reach.
Practical Christianity	This class will deal with the practical, day to day walk with Christ covering topics such as discovering truth, how to make decisions, how to increase your faith, how to deal with anger, bitterness, and resentment and others.
Personal Evangelism and Witnessing	The instructor(s) will share with you timeless, Biblical principles on how to share your faith with non-SDA church members and the unchurched.
Cycle of Evangelism	This class will reveal some Bible-based principles on how to conduct a cycle of evangelism for the local church.
How to Write & Preach Sermons	This class will educate the student on how to prepare and preach effective sermons and to make appeals that will encourage people to make decisions for Jesus.
Church Planting	God calls His people to be fruitful, multiply, and scatter throughout the Earth. Although the context of that command is pro-creation, it is also for the church to grow and expand into new territories through church planting. This class will share some principles on how the local church can move forward in this endeavor.
Biblical Leadership	The greatest leaders (and Leader) this planet has ever known are found in the Bible. This class will highlight the timeless principles of leadership found in the Holy Writ.
Discipleship	Jesus calls us to be His disciples and to make disciples. This class will help the student to achieve both utilizing proven Biblical principles.
Peacemaking	"Blessed are the Peacemakers". This class will teach students the principles that will help them in conflict resolution at home, work, and in the church.
Church Organization	This class will give the history of church organization in the SDA church including its Protestant roots and how we can remain a Protestant Church today.
The Bible Worker's Toolbox	This class will teach how to find, & win souls to God's Kingdom. This includes proven tactics based on "Christ's Method Alone", including knocking on doors, sharing your personal testimony, overcoming objections, calling for decisions and more!



In order to achieve the outcomes of this course, weekly learning time may be distributed as follows:

<b>Instructor Contact Hours</b>	<b>Face to Face Instructional Time</b>	15 hrs
	<b>Field Work During School Hours</b>	9 hrs
<b>Independent Learning Activities</b>	<b>Reading/Studying</b>	5 hrs
	<b>Sermon Preparation (Total Time of roughly 15 hrs)</b>	2 hrs
	<b>Bible Study Preparation (Total Time of roughly 15 hrs)</b>	2 hrs
	<b>Giving Scheduled Bible Studies (including prep time)</b>	5 hrs
<b>Total Weekly Hours:</b>		<b>38 hours</b>

## GUIDELINES FOR COURSE ASSIGNMENTS

Grades are based on the independent learning activities below which provide practice toward, and assessment of, the learning outcomes of this course. Specific due dates and assignment instructions are given in the Course Overview above.

<b>Assignment Description</b>	<b>Points</b>	<b>Assignment Description</b>	<b>Points</b>
1. Attendance/active participation in class.	100	5. Bible Study preparation.	100
2. Attendance/participation in practicum/field work.	100	6. Bible Study presentation.	100
3. Sermon preparation.	100	7. Bible Study topic defense.	100
4. Sermon preaching.	100	<b>TOTAL POINTS POSSIBLE</b>	<b>700</b>

**\*\*For grading rubrics that specify grading criteria in more detail, see Appendix 1 below.\*\***

**Participation in Field Work** will be graded by successfully establishing relationships in the community and obtaining Bible Studies.

To make grading fair for everyone, grades will be assigned based on the above requirements alone. No individual arrangements will be made for those requesting last-minute grade adjustment or extra credit.

## Assessment Submission

Email electronic copies to instructors of all pertinent projects (i.e., sermon and Bible study outlines).

## CLASS POLICIES

### Attendance

Regular attendance is required at all classes and other academic appointments. When the total number of absences exceeds 10% of the total course appointments, the instructor(s) may assign a failing grade. Excused absences must be discussed with either of the instructors prior to their occurrence.



## ABOUT YOUR INSTRUCTORS

**Rob Alfalah** has been employed by the IA-MO Conference since 2009 where he served as pastor during his first 13 years in this field. From 2021 – 2024, Rob served as Conference Executive Secretary. He now serves as Conference Evangelist and Bible instructor for the *IM Called School of Evangelism and Discipleship*.

Rob was born in Detroit, Michigan to Iraqi immigrants. His parents' ethnicity is Assyrian or Chaldean. This group represents a Christian minority in Iraq in contrast to the vastly Muslim-Arab population of that country. Yet they have a rich history dating back thousands of years. Although his family wasn't very religious, he was raised a Christian, attending Catholic school through eighth grade. He attended college at Central Michigan University (CMU), where he earned a Bachelor of Science in Business Administration degree. It was here at CMU that he attended a public evangelism campaign, accepted Christ and the last day message He has for this fallen world and was baptized as a Seventh-day Adventist.

Prior to being hired as a full-time pastor for the IA-MO Conference, Rob worked for ten years in corporate America. During this time, he joined a young and vibrant, lay-driven church that helped him understand that all members have a responsibility to serve in ministry—regardless of their occupation. He led regular Bible studies with unchurched people, was a speaker for several public evangelism campaigns, and led in various church offices and ministries.

**Jeremy Clark** started in Conference Ministry as a Bible Worker for "It is Written" in 2019. He transitioned to pastoral Ministry in late 2020. He currently serves in the IA-MO Conference as an ordained Pastor at the Mid-Rivers Church in St. Peters, MO, Conference Bible Worker Director, and a Bible Worker instructor for the *IM Called School of Evangelism and Discipleship*.

Born in Woodbury TN, his grandmother Edith was a Seventh-day Adventist and his core spiritual influence as a child. After high school Jeremy married his grade school sweetheart Torrie Lynn and began a career in management working with fortune 500 Companies such as Gateway Computers & Fed-Ex Office.

God had long been pulling on Jeremy's heart to serve Him and seven years after relocating his family from California to Missouri, both Jeremy, Torrie, and their children (Christopher, Shelby, and Samuel) were baptized July 7, 2013. Jeremy had the honor of baptizing Isabella, their youngest daughter, on December 25th, 2021.

### Other Instructors Include:

- Eddie Cabrera: Davenport/Muscatine, IA Pastor and Volunteer Lay Pastor Coordinator.
- Dean Coridan: President Emeritus, IA-MO Conference and Pastor of Sunnydale Church.
- Gail Coridan: Women's, Health, and Prayer Ministries Coordinator Emerita, IA-MO Conference.
- Mark Finley: Evangelist and Assistant to the President of the General Conference.
- Bryan Gallant: IA-MO Conference Ministerial Director.
- Melissa Morris: IA-MO Conference Executive Secretary.
- Lee Rochholz: IA-MO Conference President.



## OTHER COURSE-RELATED POLICIES

### Use of Electronics

No recording or streaming is permitted in the courses without the instructors' permission.

Courtesy, respect, and professionalism dictate that laptops and cell phones are to be used only for class-related activities during class time.

***Please Note: The instructors reserve the right to revise the syllabus, as needed, at any time during the 13-week session for the benefit of the learning process.***

## APPENDIX 1: ASSIGNMENT RUBRIC(S)

Each of the following Rubrics is based on a 100-point maximum total for each assignment. Therefore, the maximum score a student can receive on these 5 assignments is 500 points and they are further weighted based on the "Guidelines for Course Assignments" on page 5.

### **Rubric for Bible Study and Sermon Outlines (Manuscript is optional, but follows same criteria)**

Grading Criteria	Excellent 5	Proficient 4	Adequate 3	Emerging 2	Inadequate 1	Weight	Score
1. Clear flow of thoughts, points, & arguments, of the chosen text/topic.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
2. Biblical support for major points.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
3. Extra-Biblical sources (if any) cited in outline.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
4. Clear intro, body, conclusion (with appeal/ application).	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
5. Writing Style: Creativity, proper use of terms, & grammar.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
<b>TOTALS</b>						100%	





### Rubric for Bible Study and Sermon Presentations

Grading Criteria	Excellent 5	Proficient 4	Adequate 3	Emerging 2	Inadequate 1	Weight	Score
1. Communication: volume & enunciation.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
2. Sufficient eye contact with the audience.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
3. Good pace: not speaking too fast or too slow.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
4. Presentation of appeal/application.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
5. Exhibited interest & passion on the topic presented.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	20%	
<b>TOTALS</b>						100%	

### Rubric for Bible Study Topic Defense (i.e., "The Hot Seat")

Grading Criteria	Excellent 5	Proficient 4	Adequate 3	Emerging 2	Inadequate 1	Weight	Score
1. Consistently used the Bible for answers.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	40%	
2. Effectively communicated the Biblical answer.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	30%	
3. Exhibited patience while receiving questions.	Outstanding at all levels	Meets basic standards	Lacking in some areas	Lacking in many areas	Does not meet minimum standards	30%	
<b>TOTALS</b>						100%	





## APPENDIX 2: INTERPRETING LETTER GRADES

### Letter Grades and Percentages

A = 95% +	B = 83–86%	C = 73–76%
A- = 90–94%	B- = 80–82%	C- = 70–72%
B+ = 87–89%	C+ = 77–79%	D = 60–69%

#### ***THE A GRADE***

An A grade is given when a student not only fulfills the criteria for a B grade, but in doing so demonstrates an advanced aptitude for content knowledge, critique, synthesis and independent insight, while exhibiting highly developed communication skills.

#### ***THE B GRADE***

The B grade is a sign that you have competently fulfilled all the requirements stipulated for an assessment or competency evaluation. It is a very good grade and demonstrates a high level of knowledge, insight, critical competence and professional presentation standards that are essential for a leader in ministry.

#### ***THE C GRADE***

The C grade differs only from a B grade in that the traits outlined in the B grade above are not consistently applied. However, with diligence and by applying feedback from your instructor(s), the process can provide opportunity for a student to improve their consistency, and hence, their grade.

#### ***THE D GRADE***

The D grade points to a limited level of knowledge, insight, and critique, as well as to inadequate quality of written work. This may be due to lack of time management on the part of the student, difficulty grasping the concepts being taught, use of English as a second language, or a personal issue that is affecting one's concentration and motivation levels. Again, with diligence and applying feedback from your instructor(s), the process can provide an opportunity for a student to significantly improve.

#### ***THE F GRADE***

A failing grade is given when very limited or no demonstrable competency has been observed.



### APPENDIX 3: LIST OF RECOMMENDED BOOKS & RESOURCES

The following list of books, covering a range of topics covered at *IM Called*, is not exhaustive but gives the student an opportunity to continue to read, think, grow, and learn. Some of these books are scholarly in nature and will challenge its reader, but the blessing received and Biblical perspectives they provide are valuable.

**KEY:** ABC=Adventist Book Center. BRI=Biblical Research Institute. AUB=Andrews University Bookstore.

\*Indicates Highly Recommended. +Non-Adventist Author

**NOTE:** Books without a bookstore designation can be purchased most anywhere (Amazon, Barnes and Noble, or Christian Book Distributors, or Thrift Books to name just a few).

*1844 Made Simple: Clifford Goldstein (ABC)\**

*21 Irrefutable Laws of Leadership, The: John Maxwell\*+*

*AD 508 Source Book: Heidi Heiks (ABC)*

*Biblical Hermeneutics: Frank M. Hasel, Ed. (BRI)*

*AD 538 Source Book: Heidi Heiks (ABC)*

*Biblical Preaching: Haddon Robinson\*+*

*AD 1798, 1843 Source Book: Heidi Heiks (ABC)*

*Big Four, The: Joseph Kidder (ABC)*

*Body of Christ, The: Reinder Bruinsma (ABC)*

*Case for the Investigative Judgment, The: Marvin Moore (ABC)\**

*Christ's Method Alone: Philip Samaan (ABC)\**

*Church As Movement, The: JR Woodward and Dan White Jr.+*

*Cross of Christ, The: George R. Knight (ABC)\**

*Daniel and Revelation Committee Series (7 Vols.): Various Authors. Edited by Frank Holbrook (BRI)\**

- *Selected Studies on Prophetic Interpretation*
- *Issues in the Book of Hebrews*
- *Symposium on Daniel*
- *Doctrine of the Sanctuary*
- *70 Weeks, Leviticus, Nature of Prophecy*
- *Symposium on Revelation—Books I & II*

*Ellen White Under Fire: Identifying the Mistakes of Her Critics: Jud Lake\**

*Emotional Intelligence 2.0: Travis Bradberry and Jean Greaves+*

*Emotional Intelligence: Daniel Goleman+*

*Gaining Decisions for Christ: Louis Torres\**

*God Cares, Vols. I and II: C. Mervyn Maxwell\* (ABC)*

*God's Character and the Last Generation: Jiri Moskala, et al (ABC)\**



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*Handbook of Bible Study*: Lee J. Gugliotto (ABC)

*How Full is Your Bucket*: Tom Rath and Don Clifton+

*In Granite or Ingrained?:* Skip MacCarty (AUB)\*

*Israel of God in Prophecy, The: Principles of Prophetic Interpretation*: Hans LaRondelle (AUB)

*Judging the Sabbath*: Ron du Preez (AUB)

*Judgment and the Assurance, The*: Woodrow Whidden (ABC)\*

*Lead Like Jesus*: Ken Blanchard and Phil Hodges+

*Leadership 2.0*: Travis Bradberry and Jean Greaves\*+

*Mighty Prevailing Prayer*: Wesley Duewel+

*Natural Church Development*: Christian Schwartz\*+

*Old Paths, New Power*: Daniel Henderson+

*Organic Discipleship*: Dennis McCallum and Jessica Lowery\*+

*Our Creator Redeemer: An Introduction to Biblical Covenant Theology*: Hans LaRondelle (AUB)\*

*Peacemaker*: Ken Sande\*+

*Powerful Biblical Preaching*: Derek Morris (ABC)

*Revolution in the Church*: Russel Burrill

*Salvation: Contours of Adventist Soteriology*: Martin E. Hanna (AUB)\*

*Servants and Friends*: Skip Bell, Ed. (AUB)\*

*Six Deadly Sins of Preaching, The*: Robert Reid and Lucy Hogan+

*Song for the Sanctuary, A*: Richard Davidson (AUB)\*

*Spiritual Leadership*: Henry Blackaby\*+

*Strengths Finder 2.0*: Tom Rath+

*The Emotionally Healthy Leader*: Peter Scazzero+

*Trinity, The*: Woodrow Whidden, et al (ABC)\*

*Winsome Witnessing*: Gary Gibbs (ABC)\*

*With Jesus in His Sanctuary*: Leslie Hardinge (ABC)