

Alpine Ministries

Full-Time Staff Guidelines

"...in honor preferring one another." Romans 12:10

I. Church Attendance

All Alpine Staff members are expected to regularly attend church services when your local church has services.

II. Personal Relationships

- A. Personal relationships should not interfere with duties.
- B. Socializing with the opposite gender must be done in public areas.
(Socializing in group settings is strongly recommended.)
- C. Inappropriate displays of affection are unacceptable.
- D. Staff should always be professional in relationships with guests.
- E. No unmarried staff member is to be off campus as a couple alone in any home.

III. Music, Video Entertainment and Electronic Devices

- A. As there is a wide variety in music preferences we ask that you enjoy your music privately.
- B. Refrain from discussing/debating music with or in the presence of guests.
- C. Any public playing or singing of music must be in keeping with the standard and preference of Alpine Ministries (a ministry of ABC).
- D. Watch videos that honor God! (A list of approved movies is provided in the Dorm Supervisor Notebook. Dorm Supervisor Approval needed otherwise.)

- E. Movie theatre attendance is **not allowed!**
- F. Video games must be approved. (A list of approved games in Dorm Supervisors Notebook. Dorm Supervisor Approval needed otherwise.)
- G. There should be no texting, listening, viewing, or browsing on devices while you are with guests, including in vehicles, during services, or while waiting for activities to start.

IV. Dress and Appearance

- A. Cleanliness and modesty are the guiding rule. All staff must be neat in appearance. (Ladies: Modest necklines are required!)
- B. Wear appropriate footwear for your activities. (Division heads will give detailed guidelines for their staff).
- C. Loose fitting modest shorts (Guideline is no higher than 3 inches above the knee). Board shorts are acceptable for guides.
- D. Swimsuits: Two-piece swimsuits exposing the midriff and French-cut swimsuits are not permitted. Clothing must be worn over swimsuits to and from the lake/pool area. (River Guides; board shorts must be worn).
- E. Professional dress is required for Sunday services.

Men: Collared shirt (tucked in)
 Khaki or dress pants
 Dress shoes (Sandals are not permitted)

Women: Dresses or skirts-
 Must go to bottom of knee.
 Loose fitting dress slacks.
NO -Tank tops, Spaghetti straps or tight fitting garments

V. Dining Hall and Meals

- A. Food/beverages are the property of Aladdin Foods.
- B. Clothes must be clean and dry in the dining hall.

VI. Staff Housing

- A. Maintain neat and orderly quarters. This includes the kitchen, rooms, hallways, and bathrooms.
- B. Members of the opposite sex are not allowed in living quarters.
(This includes Village Apartments of single students/staff).
- C. Do NOT block doors open, climb in and out of windows or disable door locks.

VII. Miscellaneous

- A. Staff is paid bi-weekly on Fridays. Money owed to Alpine may be withheld from pay.
- B. Your personal laundry is your responsibility and should be done regularly.
- C. All staff is expected to obey the campus wide speed limit of **15MPH**, and **5mph** in the camp area.
- D. Any maintenance needs should be put in writing and given to the Leadership Staff.
- E. **Curfew is 11:30pm**. This will be strongly enforced!
Any special circumstances **MUST** be pre-approved by division Supervisor

VIII. STAFF DISCIPLINE POLICY

- A. The following offenses may result in immediate dismissal:
 - 1. Use or possession of alcohol, tobacco, or illegal substances.
 - 2. Inappropriate physical, emotional, or mental treatment of any guest or staff member.
 - 3. Criminal activity - theft, drugs, etc.
 - 4. Possession of or viewing pornographic or obscene materials.

5. Inappropriate behavior or relationship with the opposite gender.

B. Disciplinary Procedures

1. First Offense - Confrontation from a Leadership Team member.
2. Second or Severe Offense - Meeting with Director to discuss how to remedy the problem; disciplinary action will depend on severity of violation.
3. Fines may be assessed! Details given by Department Director.
4. Third Offense - suspension or termination.

I have read and understand the Alpine Ministries
Full-Time Staff Guidelines and
I will abide by them with a God-honoring attitude.
(Eph. 6:5-8)

Signature & Date

(This part is **YOUR** copy, please sign the separate sheet as well and
return JUST the separate page to Alpine Bible Camp)

Appendix

Appalachian Bible College Music Policy

God has entrusted us with the gift of music to enjoy and present to Him in worship. It can be a powerful tool for the edification of believers and can be used to further our testimony before others. On the other hand, the world is full of music that can be detrimental to us and to those around us. Thus, certain standards and guidelines have been established at ABC.

Music can be a tremendous tool for ministry/worship but some music is clearly forbidden for believers in Christ, either for performance or for listening (recordings and concerts). Students are on their honor to listen to or participate in approved music when they are not under the direct observation of college personnel. Music that includes God-dishonoring language, anti-biblical messages (regardless of language), a prominent resurfacing beat, pulsating and driving or dance rhythms, or sensual overtones in the music itself or in the performance is unacceptable. When the performers of recorded music are widely recognized to be negative role models, ABC students will not be permitted to listen to their recordings, but normally each musical selection will be judged on its own merit. Examples of some of these objectionable elements in various musical styles are:

- *Rock—The beat of the music may become the most prominent element; lyrics may be unacceptable.*
- *Country—Lyrics may be unacceptable; music may be connected to a heavy rock beat.*
- *Folk—Existentialism, humanism, or hedonism may be propagated through the lyrics.*
- *Jazz—Extensive use may be made of syncopation; a sensual performance style may be employed.*
- *Contemporary Christian—Sensual performance styles may be employed; a beat may be overly prominent; lyrics may be theologically incorrect or existential in their emphasis.*

In order to allow you to exercise freedom of choice and to develop personal standards of excellence, some musical selections and recordings may be tolerated, or permitted, without being recommended. To be permissible, music must have no offensive words and/or themes, and none of the "unacceptable" musical qualities listed above. This policy will allow for a wide variety in types of music and styles of performance. You are urged to consider the effects of a performer's personal life upon his/her music and upon you. Special care and discernment also should be exercised not to compromise or offend others in the immediate environment by your choices in this regard.

In general, music listened to while off campus should be in harmony with the spirit of the rules. Students are not to have unacceptable music in their possession.

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