



**Policies and Procedures
Eureka Rescue Mission
Men's New Life Discipleship Program**

The New Life Discipleship Program is a yearlong residential, faith based, Christian discipleship program. The goal of the New Life Program is to guide a man who realizes a need in his life and is open to change his way of living so that the rebuilding of his life can begin. It is not a requirement to be a Christian or to believe in God to join the New Life Program. The main requirement is for a man to honestly evaluate his life. If his life is moving in a destructive direction and he has a desire, willingness and courage to change, he is a prime candidate for the Program.

Upon graduating the New Life Program you will have completed approximately 600 hours of sound Bible teaching, and as a result of that you will have an understanding of what it means to have a sound belief system. You will have an organized system of thought, as well as a wholesome work ethic. Since the program is a year long you will have acquired one year of sobriety.

The following policies and procedures have been carefully prepared and evaluated so that the integrity of individuals and the New Life Program are secure.

Executive Director,
Men's Director.

TABLE OF CONTENTS

PROGRAM.....	2
- Blackout.....	2
- Phasing.....	2
Candidate	2
Phase I.....	2
Phase II.....	3
Phase III	3
- Church Attendance	3
Within the Mission.....	3
Outside the Mission	3
- Appointments with Staff.....	3
CONDUCT	4
- Fighting / Verbal Abuse	4
- Profanity	4
- Honesty / Integrity	4
- Fraternalization.....	4
PERSONAL CARE	5
- Dress Code.....	5
- Personal Hygiene.....	5
- Laundry.....	5
- Sick Call	5
MATERIAL POSSESSIONS	5
- Vehicles	5
- Money.....	5
- Clothing Restrictions	6
ACCOUNTABILITY	6
Drug Testing	6
Room Inspection.....	6
EDUCATION	6
Educational Testing	6
WORK ETHIC	7
Jobs	7
Wake Ups.....	7
ACTIVITIES / RECREATION	7
- Passes.....	7
- Phone Use.....	7
- Curfew	7
- The Lounge.....	8
- Lights Out.....	8
- Electronic Equipment	8
- Transportation.....	8
SMOKING.....	8
- Smoking.....	8
VISITATIONS.....	9
- Visitors.....	9
- Day Use Area.....	9

PROGRAM

The men's New Life Discipleship Program (NLDP) has a zero tolerance for the following:

- 1) Drugs and alcohol.
- 2) Possession of weapons.
- 3) Physical violence or any verbal threats.
- 4) Stealing from people or stealing Mission contributions.
- 5) Possession of pornography.
- 6) To be off Mission property without a pass or permission from leadership.
- 7) Fraternalization of any kind with women, street buddies or women in the family shelter.
- 8) Cell Phones

Any violation of the above list will show that, by your own choice, you want to leave the NLDP program. Anyone choosing to leave the program must remove all belongings at the time of departure. Anything left will be sent to our processing center.

- *Blackout*

A candidate for the New Life Discipleship Program is under blackout to show integrity and is not on the program. A candidate does not come off blackout until the leadership prayerfully determines that the candidate is serious about making positive personal changes in life his first priority. A candidate cannot leave the mission during this time. (**Exception: going to church with other program members**) Permission to leave the Mission for any other reason must be cleared by Management.

- *Phasing*

Candidate

The beginning level of the NLDP is the concrete authority stage or "Candidate". A structured blackout with minimal work and good sound Biblical teaching for a period of not less than 30 days has been established. No passes are given and you are confined to the premises with no contact with the outside life in which you were previously involved.

Phase I

The next stage is the reasoning stage, the chaperone stage or simply "Phase 1". At this level you must have support in order to leave the premises. You must have a worthy reason to leave with authorization from staff. In order to arrive at this stage you must demonstrate significant personal growth. You may leave the Mission with a "Phase 2" or higher or go to outside meetings (Church, Bible

Study) with 3 or more men who already have permission to go from Management. Permission must be obtained from staff prior to leaving.

Phase II

The “Phase 2” shows determination and dedication to continue the progress from “Phase 1”. Specifically – your actions show a willingness to comply and ability to perform your tasks, responsibilities, and personal interaction with others in compliance with these regulations.

Phase III

The final stage is the life stage or “Phase 3”. The life stage or “3rd phase” means that you have demonstrated phenomenal growth and are solid, having a sound belief system and an organized system of thought. Leadership qualities shall be evident and consistently demonstrated by your conduct.

- Church Attendance

Within the Mission

All candidates must attend all evening chapel services and are to be there no later than 10 minutes before the chapel service starts. You are there to listen and to pray.

Outside the Mission

Every candidate and member of the NLDP is required to attend a Bible believing church that has been approved by the leadership at the Mission. All men are expected to fill out a Sunday church report about the service that they attended. The report is to be turned in at the front desk by 8:00 AM Monday. AA or NA meetings are not permitted during the program year.

Candidates must be chaperoned to church and back. Chaperones are staff or men on the program who have achieved Phase 2 or higher and have been approved by staff.

- Appointments with Staff

All men, candidates and program members, should try to arrange for an appointment, through the contact desk, to see the Executive Director, Men’s Director, or a House Manager whenever possible. Office area is off limits by program men unless permission is obtained from staff. If an emergency or crisis arises, staff will make time for you.

CONDUCT

- *Fighting / Verbal Abuse*

Men on the program are not to engage in any type of boxing, judo, wrestling or any other form of fighting. Men on the program are not to engage in any form of verbal abuse, verbal threats or racial slandering. By engaging in fighting, verbal threats or racial slurs, you have made the choice to terminate your participation in the NLDP program, and will be removed from the program if that action is deemed necessary.

- *Profanity*

There is no tolerance for the use of profanity by any candidate or NLDP member at any time. The heat of an argument is not an excuse to use filthy language. Mission staff may not be present, but God is, and He hears and sees everything. A lack of interest in behavior change with profanity will extend your blackout, hold back phasing, or result in termination of your program.

- *Honesty / Integrity*

The Eureka Rescue Mission receives many donations each day. Periodically donations may be placed in the front foyer. No one, including contact desk personnel, is allowed to sort through or give away the donations. Borrowing without asking is considered stealing, and giving away what isn't yours is considered stealing. Stealing will result in termination of your program.

- *Fraternization*

If you have a wife, girlfriend or any other type of relationship, you need to make a decision to set it aside before entering into the NLDP. Consider this: If you have made a mess of your life and you know you need the help of Jesus Christ (which we all do), your relationship with Jesus needs to be your first priority. You must first have a close relationship with God before any other relationship will prosper. Men with families will have opportunity to visit their families under the guidance and direction of the leadership of the NLDP, on an individual by individual basis.

The Eureka Rescue Mission Family Shelter is off limits to all candidates and NLDP members. Some NLDP men will be assigned to work in the pantry which is located on the ground floor of the Family Shelter. These men, as well as the rest of the NLDP men, are not allowed upstairs. Candidates and NLDP members are not to engage in any conversation with any woman. To say hello, when addressed or in passing, is polite and courteous. To engage in a conversation of any type is a violation of NLDP rules and is considered fraternization. No one is to setup a meeting with a woman at church, or anywhere else. To setup a meeting with a woman, or women, at church or anywhere else is considered fraternization. By engaging in fraternization you have made the choice to terminate your participation in the NLDP program.

PERSONAL CARE

- Dress Code

Sweat shirts, or tee shirts worn at the Mission must have acceptable designs on them. Shoes and socks must be worn. Sandals are permitted but not while on your job assignment. Shorts may be worn, but not while on your job assignment. No swim suits are to be worn at any time in the Eureka Rescue Mission. No feminine apparel is to be in the possession of a program member at any time. Modest jewelry can be worn such as a wedding ring or necklace with a cross. Earrings are not acceptable. Sunglasses are not acceptable in class, inside the mission or on the job. (The only exception is prescribed glasses by an optometrist.) No new body piercing or tattooing is allowed. Anything to do with gang colors or attire is not permitted.

- Personal Hygiene

Hair must be clean and cared for. (Shoulder length-max) You will be expected to shave every day. If you have a moustache or beard, it must be kept trimmed and neat. You are required to shower and wear clean clothes each day.

All program men are expected to make their bed each morning, and keep their rooms orderly. Rooms can and will be checked at any time.

- Laundry

The laundry man is responsible to do program men's laundry. Each room is scheduled once a week. No one does laundry for guests, and no one does anyone else's laundry for money.

- Sick Call

If you go on sick call, you must remain in your bunk for 24 hours. The only time you should be up is to get your meal or use the facilities. You are sick, so smoking is not acceptable. Smoking while on the sick list will carry consequences determined by Management.

MATERIAL POSSESSIONS

- Vehicles

Upon becoming a candidate for the NLDP, anyone having a vehicle needs to make proper arrangements for a place to store it. While on the program, all rides will be provided by the Mission staff to any appointments.

- Money

In general, being on, or applying for SSI or any other financial assistance program while on the NLDP is not acceptable. All of your needs will be met for the duration of your program. If you are already receiving SSI you will need to

discontinue services and show proof of that discontinuance to staff. At the end of your program you may reinstate your SSI benefits.

Each man on the NLDP will receive a \$10.00 per week gratuity after his candidacy is completed. The gratuity will be the same for each man. Men are not allowed to lend money to one another. Loans lead to arguments and hard feelings.

-Clothing Restrictions

Each man on the program is allowed, 10 pairs of pants, 10 shirts, 15 pairs of briefs, 10 T-shirts, 3 pairs of footwear, 1 coat, and 10 pairs of socks. Any clothing from the clothing room must be on an exchange basis.

ACCOUNTABILITY

Drug Testing

Drug testing will be implemented the moment you become a candidate. By testing dirty for any substance that violates the laws of the state of California or violates the rules of the Eureka Rescue Mission you have made the choice to terminate your participation in the NLDP program. If you are asked to take a breathalyzer test for alcohol and fail the test you have made the choice to terminate your participation in the NLDP program. When asked to drug test you must comply within one hour. By refusing to comply with the request to drug test, you have made the choice to terminate your participation in the NLDP program.

Room Inspection

Room inspections will be performed on a daily basis. Not only is the Mission open to the public for tours but, most importantly, we are witnesses for Christ to the community around us. By keeping a clean facility and a neat appearance we show the world around us that we care. Room inspections include the rooms of graduates, candidates and NLDP program members.

Absolutely no food is to be stored in any of the dorm rooms.

EDUCATION

Educational Testing

Tests are an essential part of learning. If any of the teachers assign a test, it is to be completed and turned in on the date specified by the teacher. Late papers and recurring failure to turn in papers will have consequences.

If you have a learning disability you need to contact Management so we may make accommodations for you.

WORK ETHIC

Jobs

You will receive a job assignment upon entering into the NLDP. You are expected to do the work you have been given without complaint. No job assignment carries with it any power or prestige. Your job is an extension of your service to God and should always be done in genuine humility and thoughtfulness toward others. You must leave your work area clean and orderly when your shift has ended.

Any physical disability that hinders your ability to perform your assigned job needs to be reported to Management. It is your responsibility to report any physical disabilities.

Wake Ups

Monday -- Friday is at 6:30 AM.

Saturday -- Sunday is at 7:30 AM.

If you have a morning job, it is your responsibility to put your name on the wake up list at the front desk.

ACTIVITIES / RECREATION

- Passes

A pass is required to be out more than 4 hours and will only be approved in the best interest of your spiritual growth. You are responsible for acquiring passes when necessary. All pass requests for the weekend are to be in by 5:00 PM Wednesday (an occasional weekend pass will be considered on an individual basis). If your pass is approved, you can pick it up at the front desk by 5:00 PM Friday.

All passes are a privilege, not a right.

- Phone Use

Candidates are not to make any phone calls. The only exceptions are for legal or medical reasons and they must be cleared by Management. All Mission phones are off limits, unless authorized by staff. Men on the program are to use the pay phone for outside calls. There is a 15 minute time limit on phone calls.

- Curfew

The Mission curfew for all men on the NLDP is 10:00 PM. There is no loitering at any time by the front gate or the front door. No one is to be wandering through

the Mission anywhere at night. By choosing to violate the curfew rule you have made the choice to terminate your participation in the NLDP program.

- The Lounge

The Lounge is open to candidates and NLDP members. The lounge is open Sunday through Thursday from 12:00 PM to 10:00 PM and on Fridays and Saturdays from 12:00 PM to 11:00 PM. The lounge is a privilege. It is every man's responsibility to keep the lounge clean. No food is allowed in the lounge, and only beverages with a lid are permitted into the lounge. Videos which have been screened by staff will be shown in the lounge, and only videos that have been screened by staff can be shown in the lounge.

- Lights Out

Lights out is at 9:30 PM. This includes rooms, dorms, hallways and overflow. Anyone using an approved music player at this time must use headphones and keep the volume turned down so that other men are not forced to listen to your music. Just because music doesn't bother you when you are trying to sleep does not mean it does not bother others. By listening to music loudly you are intentionally causing trouble for those around you and for yourself by being in direct violation of the NLDP rules.

- Electronic Equipment

No cell phones, TV's, computers, play stations, game boys, VCR's or DVD units are allowed in the possession of candidates or NLDP members. Approved music players are allowed only to play Christ centered music. Anyone found playing music that encourages fleshly behavior will lose their privilege to use any of the approved music players permanently. Music players are not to be used during program hours or while on your job assignment.

- Transportation

House bicycles are provided by the mission for recreation and appointments. Transportation in motored vehicles may be provided by staff or by persons approved by staff.

SMOKING

- Smoking

We pray that you will be convicted by the Holy Spirit concerning your addiction to tobacco and that you will make the choice to quit smoking. When a man comes into the NLDP as a smoker it is his responsibility to petition God for the strength to quit the smoking habit. Other men who have gone through this program have quit smoking and chewing tobacco. With Gods help you can too.

Until the time you quit smoking or chewing tobacco please note: there is one designated area to smoke. It is a proven fact that smoking kills the person smoking and those that are around them. If you are found smoking in any other area you have made the choice to terminate your participation in the NLDP program. Smoking inside the mission will result in immediate termination from the program as well as being banned from the premises.

VISITATIONS

- Visitors

If you have a visitor, they must check in with NLDP staff before a visit takes place. Anyone showing up to visit a program member while under the influence of any drug or alcohol will be asked to leave immediately. Visitors are not allowed in the program area of the Mission, unless permission is first obtained by Management.

- Day Use Area

The day use area is off limits to any candidate or member of the NLDP. The only exception will be if the NLDP member has permission from staff to be conducting business at the Day Use Area.

I hereby certify that I have read and agree to abide by the policies and procedures of the New Life Discipleship Program at the Eureka Rescue Mission.

Signature: _____ **Date:** _____