

Shiloh Ministries Handbook



Shiloh Ministries

“Bringing the rebellious nature of man back into the unity of faith that is in Christ Jesus”

About Shiloh Ministries

Shiloh Ministries was birthed by God in the year 2000. It is in The Heavenly Fathers Heart for everyone to encounter His Heart. He is especially passionate about the Prodigals (Luke 15). His Ministry Shiloh is here to welcome them home. The Father has been waiting on your response. The curriculum in place at Shiloh is divinely orchestrated by the Holy Spirit to reveal to you that you are no longer a slave, but a son of God (**Gal. 4:7**). Please know that every man who abandons himself to the Lord will be assured of his destiny being revealed. If you are serious about change, then get ready for transformation (**Rom. 12:2**). We ask that you carefully read our guidelines for entrance into Shiloh and our ministry rules.

Ministry Information

Prior to acceptance into Shiloh Ministries, all potential students are expected to have Medical Lab Work performed. We require: Hepatitis A, B, and C, HIV as well as a TB skin test. Results must be faxed or e-mailed to Shiloh Ministries. Fax # 936.334.0061, e-mail: shilohmin@sbcglobal.net. As soon as we review the results, we will contact you & inform you when you are to come to Shiloh Ministries as a residential student.

All Potential Students who are married must bring Marriage Certificate for our files (Document copies are accepted).

Medical/Dental Policy: Any present physical injury and/or sickness should be taken care of prior to admission into our one-year residential program. If an illness and/or sickness occurs while you're a student at Shiloh, the student and/or his family is responsible for costs incurred. Shiloh Ministries **is not** financially responsible for medical/dental work performed while you are a residential student. If an illness, sickness, or injury prevents a student from the normal activities for more than two (2) weeks, the student will be asked to withdraw and re-enter after a full recovery has been made. All medications and prescriptions must be approved and administered by the Resident Councilor or a designated staff member. No medications of any kind will be permitted to remain in the possession of the student. No ongoing or long term medications are permitted during our one-year program. **Note:** Shiloh Ministries will not be liable for illness, accidental injuries to students.

- **No Monies**: Students are not allowed at any time to have cash, checks, credit cards, or money orders in their possession. We do not store or keep student finances.
- **Privileges/Responsibilities**: Privileges and responsibilities increase over the course of the year as students successfully complete each phase and quarter of the one year resident program. Commitment to the overall Shiloh curriculum such as attentiveness to Bible classes, assigned work duties and attitude in relationships with students & staff brings privileges with responsibilities.
- **Mail Policy**: Incoming letters and packages will be opened & read by the office staff before it is given to the student. All mail must be left open or it will not be mailed. No limit to letter writing. Letter writing to immediate family only-**No girlfriends, ex-wives, or old acquaintances.**
- **Phone calls and Visitation**: One supervised 15 minute phone call per week to a family member only (No girlfriends, ex-wives, or old friends). Call must be collect or on a calling card. All phone calls are monitored by Staff. Visitations are limited to one Saturday per month. The student has to have completed 90 days before applying for a visit (no exceptions). Student must fill out a visitation form 7 days prior to a family visit. We can only allow two families on Campus at the same time. We will coordinate & approve the visits with the assurance of a student getting his visit in a timely matter. Only four (4) persons per family are permitted. Visitations will consist of family members only. Guest will check in with Staff before visitation with student. No girlfriends, ex-wives or old acquaintances. Saturday visitation hours are: **12 pm to 5 pm**. Do not ask family members to bring any un-authorized items on visits. After **6** months a student is permitted to leave ministries grounds for 5 hours (**11 am to 4pm**). After **9** months a student is permitted to have a 6 hour visit off campus (**10am to 4pm**). All students who have off visits must report to Staff at office before going to Dormitory. No un-authorized items (check with Staff) can be purchased on off campus visits. No shopping for clothes & etc.... with family members (toiletry items is permitted). Do not go to Dormitory until you have checked in with Staff. Any violations could cause future visits to be revoked.
- **Conduct Away From Shiloh Campus**: No unsupervised contact or communication with women is permitted without the approval of Shiloh Staff. When at Church or public occasions you may recognize and greet them, if they initiate the contact first. No prolonged conversations. You must end conversation quickly or be interrupted by staff & possible disciplinary action. Students **MUST** remain together as a group unless otherwise instructed. All arrivals & departures will be with a Staff member. Always wait to be escorted as a group.

Weekly Ministry Schedule

Monday thru Friday

6 am	Wake-up
6:30 to 7:00 am	Quiet Time
7:00 am	Breakfast Everyone is required for meal prayer
8:00 am - Noon	Chapel & Class
Noon to 12:30 pm	Lunch Everyone is required for meal prayer
12:45 pm to 4:30 pm	Work Duty
5 pm	Dinner Everyone is required for meal prayer
7 pm to 8 pm [winter time] 8 pm to 9 pm [summer]	Bible Study & phone calls
<u>Monday – Thursday Nights</u>	10 pm <u>Lights Out!</u> Everyone is to be in bed. No visitations in rooms @ this time.

Friday & Saturday Night 11 pm **Lights Out!**

Sunday Night 10:30 **Lights Out!**

***Wednesday Church Attire -** Collar shirts (tucked in, w/ belt) dress shoes, & pants. Departure is 6:15 pm.

***Weekly phone calls** 7 pm [winter] 8 pm [summer].

***Friday is Movie Night,** 8 pm.

***Saturday & Sunday Morning** 8 am wake-up

***Saturday Brunch** 10 am

***Saturday Evening Meal** 5 pm

***Sunday Breakfast** 8 am

***Sunday Dinner** 6 pm

***Sunday Morning Church** departure 9:50 am

Church Attire slacks, tie (optional), collar shirt, and dress shoes.

Suit or coat optional.

Sunday P.M. Shiloh Chapel worship services @ 8pm [summer], 7:30 pm [winter]

Chapel Worship & Classroom 8 am - **Attire** is collared shirt, pants, shoes w/socks. Sandals w/socks and hemmed shorts permitted in summertime.

Ministry Guidelines

**Promptness to class, meals, church, and work assignments is expected. Tardiness will result with discipline. If you are not feeling well or if you have a valid reason not to be at your assigned location at the scheduled time, you must notify the Staff ahead of time.*

Only Sr. Leadership will make decisions on student dismissals. Each decision is based upon continued rebellion, disrespect for Staff & the curriculum at Shiloh. Students will avoid behavior that leads to a pattern of discipline. It is stated for the record these rules are in place to maintain order and to teach a man responsibility with respect for the community of Shiloh.

Disrespect for Staff	Dismissal
Profanity	Discipline
Cheating	Discipline
Immorality	Discipline
Gossip/Mocking	Warning
Smoking	Dismissal
Gambling	Dismissal
Drinking/Drugs	Dismissal
Physical Violence	Dismissal
Secular music/TV	Discipline
Glorifying past sin	Warning
Leaving Ministry grounds	Dismissal

The Kitchen/Pantry/Laundry is all "OFF LIMITS" unless assigned work duties require your presence there.

No Laundry on Sunday!

***NO FOOD OR DRINKS IN DORMITORY, CLASS ROOM or CHAPEL!**
(Water is OK).

No storing or hording food supplies, snacks, candies of any kind!
(Anywhere on Shiloh Campus)

Any Food Items Sent by Families will be dispensed in the Community at Meal Times.

1. All rooms will be inspected. The rooms are to be maintained reasonably throughout the remainder of the day.

This includes,

(A) Beds properly made @ or before 7:30am, Mon. thru Fri. Weekends before 9am. No lying on beds after bed is made (except on Sat. or Sun. after 11:30am).

(B) Clothes neat and properly stored. No personal wall pictures hung in rooms.

- (C) Floors, Decks, Shelves, etc.... will be free of dust and litter.
- (D) No candies, shelled sunflower seeds, or any type un-shelled seeds or nuts.
- (E) No going back to bed after wake-up call during week. Naps are permissible only after completion of work duties [see staff for questions].
- (F) Classroom tables are to be organized & well kept. No clutter, on tables.
- 2. Dishes, cups, utensils, Shiloh issued tools, etc.... are not to be stored in student's rooms & no tools of Shiloh are to be left outside. All items in the student's rooms are left to the discretion of the Staff. Staff will search rooms & lockers periodically to see if students are in compliance.
- 3. No coffee during class time & work duty hours. Coffee hours are discretion of Staff.
- 4. Students hair will be properly groomed off of ears and collar.
- 5. No Loud music playing, talking, running in the hallways, etc... is permitted at any time. "Quiet Time" is especially observed between the hours of 9:30 pm and 6:00 am.
- 6. No secular radio stations or secular music CD's. Only **Worship music**.
- 7. All students must notify staff prior to using restrooms at church. Students must remain in pews at all times before & after services. We come & go as a group. Wait on staff.
- 8. No lying down or sleeping on community couches. No sitting on couches or Chapel pews with sweaty or dirty clothes. No sitting or lying down without a shirt. (See posted TV guidelines in community room).
- 9. No playing cards or dominos.
- 10. No going without shirts on ministry grounds. No gang graffiti or attire. No wearing of pants below hips. No showing of underwear or wearing of earrings, nose rings or studs.
- 11. Students are not permitted to go to the Pastor's house, unless it is an emergency. Notify Resident Counselor's for all questions.

Work Detail Guidelines Away From Shiloh Premises

- 1) **No asking to use phones at any time (unless an emergency).**
- 2) **No driving of motor vehicles to run errands in town or to get gas in vehicles. If asked; say no; or ask the responsible party to call staff.**
- 3) **No going into house's (unless work detail calls for work inside & only under supervision).**
- 4) **No borrowing tools, unless given the OK by staff.**
- 5) **Always respect the other person's property & equipment.**