



HANDBOOK

And now, just as you accepted Christ
Jesus as your Lord, you must continue to follow
him. Let your roots grow down into him, and let
your lives be built on
him. Then your faith will grow strong in the truth
you were taught, and you will overflow with
thankfulness.

Colossians 2:6-7

DISCIPLESHIP MINISTRY SUMMARY

Women's Shelter on Willow (WSoW) is a ministry of Calvary Chapel Lebanon and exists to offer hope and healing to women who find themselves trapped in a cycle of destructive behavior and who are desperate for change. Through a faith-based agenda, we help women learn how to live lives that are healthy, whole, and productive. Our one-year program helps women understand what a personal relationship with Jesus Christ is and how to study the Bible in a way that allows them to see themselves and life through a different point of view – from God's perspective.

The ministry is divided into three phases, each with a specific focus that includes different goals, privileges, and advancement responsibilities which support our mission of making disciples of Jesus Christ. In order to successfully complete the ministry, the Resident must demonstrate attitudes and actions reflective of a disciple's heart.

The curriculum and dynamics of WSoW are designed to help women break free from destructive behaviors. We help them heal from past hurts, identify unhealthy patterns of thinking, and learn new ways through Christ to make decisions and process emotions. As they begin to align their thinking with Biblical principles, they find a new pattern emerging in their choices that brings wholeness and restoration to their life. They discover the power of being surrounded by a community committed to their highest good. They are given the benefit of mentors who have been in their shoes and successfully walked through many of the same challenges they are facing or will face.

Mission Statement

To help women break addictive and destructive life patterns through a personal relationship with Jesus by learning how to use His Word to change their thinking, which results in different life choices that bring actual life transformation and not just behavior modification. This process is guided and monitored by experienced mentors who have successfully completed the process personally.

Don't copy the behavior and customs of this world, but let God transform you into a new person by changing the way you think. Then you will learn to know God's will for you, which is good and pleasing and perfect. – Romans 12:2 NLT

Vision

WSoW is a faith-based ministry that is designed to restore women to the place of dignity and contribution in society that God designed them to have. Through the study of Biblical principles, they are trained to think differently, which allows them to approach past wounds with a different perspective, and current life choices with a new set of skills grounded in wisdom and truth. This ministry is designed to restore the life of each woman through a personal understanding of Jesus and a practical application of His Word in their lives, as we walk each step of the way with them through the process.

By his divine power, God has given us everything we need for living a godly life. We have received all of this by coming to know him, the one who called us to himself by means of his marvelous glory and excellence – 2 Peter 1:3 NLT

Purpose

WSoW is a one-year residential program working women who have life-controlling problems, such as but not limited to, drug and alcohol addiction, who are seeking a way to escape their bondage. We provide women with the opportunity to pursue a personal relationship with Jesus Christ through Biblical discipleship, intentional relationships, and service in a structured home.

Biblical Discipleship

Discipleship is our path to maturity in Christ. It is the process of learning about God, ourselves, and the world in a way that changes us. As Jesus taught His disciples, so He brings other, more mature believers into our lives to teach us.

Intentional Healthy Relationships

God intended our lives to be lived out in relationships; each of us submitting, reminding, confronting, forgiving, praying for one another, and bearing one another's burdens. Through these relationships, we have a constant opportunity to be doers of His Word, not hearers only.

Service

As we begin to understand how God has loved us so abundantly, we will gain a heart to love others. We will desire to spend our time and energy in service. We discover unexpected joy as others needs become more important than our own needs, as we reach out to help in whatever way we can.

A Structured Home

Boundaries teach us discipline and self-control, two things we all need to thrive in the body of Christ and the world. Paul tells us in 2 Timothy 2:3, "...endure hardship as a good soldier." Boundaries can feel like hardships, but endure for Christ's sake. As you walk worthy of your calling as a child of God and humble yourself before Him, He will lift you up.

ELIGIBILITY CRITERIA

We seek to accept those whom we are equipped to minister to and to point others in a direction in which they will be best served. In order to be considered as a candidate for the ministry, the applicant must meet the following criteria:

- This ministry is designed to bring about change, so applicants must demonstrate a willingness to change at all times.
- An applicant must have a sincere desire and willingness to be challenged and disciplined both spiritually and practically in a walk with Christ.
- An applicant does not need to be a Christian to come here, however, they must be open to seeking God and the direction He has for their life. They must understand that they are coming to a Christ-centered ministry, where God's word is the ultimate authority and where they will be taught and held accountable to Christian standards of behavior.
- A handbook will be provided and must be read and/or discussed with the director prior to applying for residency.
- Must not be on any prescription medication that is addictive or potentially abusive to yourself or others in our home. Life-sustaining medications are allowed with proper prescription. Staff must approve all medications.
- All Residents are required to receive medical assistance through Lebanon Free Clinic during their stay at WSoW, whether or not they have medical insurance. Residents must fill out the Medical Disclosure Form that we provide, prior to entering into WSoW.
- WSoW is a tobacco-free home.
- Specifics about your finances will be discussed during the interview process. If you are able, we ask for you to contribute a \$400 a month program fee. If you have financial hardship and are unable to contribute the monthly program fee please discuss with director.
- All cash, credit cards, debit cards, check book, cell phones or any electronics must be turned over to staff upon entrance into WSoW and stored in a lock box in the office while Resident is in the 1st and 2nd phase of the ministry.
- Must be willing to disclose and discuss ALL personal information.
- Must not have used alcohol or drugs for at least 24 hours prior to admission

THE PROCESS

1. **INITIAL CONTACT**—Eligibility criteria will be discussed and a decision will be made about whether or not to move forward with the application process or refer the applicant to another ministry or program.
2. **HANDBOOK/ APPLICATION/ MEDICAL DISCLOSURE FORM**—Must read handbook and complete the Resident Application and the Medical Disclosure Form.
3. **INTERVIEW**—Either an in-person or phone interview will be scheduled to discuss application.
4. **PRAYER**—Applicant and ministry team will pray and seek the Lord as to whether or not His will for the applicant's future includes becoming a Resident.
5. **FOLLOW-UP PHONE CALL**—After prayerful consideration, we will discuss acceptance and make a final decision. Further instruction upon acceptance will be given at this time and an entrance day will be determined.
6. **ENTRANCE DAY**—On the appointed day, the following steps will be taken:
 - a.) Applicant provides photo ID—driver license, state ID, or passport
 - b.) Drug screen may be administered
 - c.) Read the handbook and complete all necessary paperwork
 - d.) Belongings check-in to ensure that the packing list has been followed
 - e.) All property will be searched upon entrance. Any cell phones, electronics, all cash, credit cards, debit cards, check books and all vital personal documents such as birth certificate, social security cards etc. will be turned over to staff and locked up in the office for safe keeping.

Only upon successful completion of all the above steps will applicant enter WSoW.

DRESS CODE

At WSoW, you are expected to dress modestly according to the following guidelines.

Your beauty should not come from outward adornment, such as elaborate hairstyles and the wearing of gold jewelry or fine clothes. Rather, it should be that of your inner self, the unfading beauty of a gentle and quiet spirit, which is of great worth in God's sight. — 1 Peter 3:3–4

- Shirts must not reveal ANY cleavage or be short-waisted. You must be able to bend over without skin showing. Longer tank tops may be worn underneath.
- No spaghetti strap tanks or dresses permitted unless under a shirt or covered.
- If low-rise jeans are worn, shirts must cover ALL SKIN.
- Dresses must be non-conforming and no shorter than just above the knees.
- Shorts must be no shorter than mid-thigh. No short shorts.
- No shorts or pants with writing across the rear.
- Leggings may only be worn with shirts that covers your rear.

We will provide WSoW T-shirts that must be worn during specified work projects.

WOMEN'S SHELTER ON WILLOW PACKING LIST

WSoW is a ministry where you will learn to completely depend on God for your needs and, although our hope is that you will be blessed in our home, as you experience the love of Christ, please do not expect all the comforts of your own home. A portion of the ministry is serving, so you need to focus on clothes that are more functional rather than fashionable. Space is a factor and laundry is done frequently. **Non-approved clothing or items in excess of the packing list may be donated.**

Clothing	Toiletries	Other Stuff
<input type="checkbox"/> (12) Undergarments—underwear, socks (each) <input type="checkbox"/> (5) Bras—including sports bras <input type="checkbox"/> (10) Work Shirts—T-shirts that can get dirty <input type="checkbox"/> (10) Casual Shirts—Church <input type="checkbox"/> (5) Tanks <input type="checkbox"/> (4) Pants—jeans, casual pants <input type="checkbox"/> (4) Other pants—sweat, lounge, work <input type="checkbox"/> (4) Shorts—not short shorts <input type="checkbox"/> (2) Dress/Skirt—optional <input type="checkbox"/> (5) Shoes—total including tennis, flip flops, boots & dress <input type="checkbox"/> (2) Sleepwear <input type="checkbox"/> (5) Sweatshirts/Hoodies <input type="checkbox"/> (2) Belts <input type="checkbox"/> (2) Scarves <input type="checkbox"/> <u>Seasonal Items</u> <input type="checkbox"/> (1) Modest bathing suit—one piece or full coverage tankini <input type="checkbox"/> (1) Winter Coat <input type="checkbox"/> (1) Hat, gloves & scarf set <p><i>You will be here for multiple seasons. Please come prepared.</i></p>	<input type="checkbox"/> Shampoo & conditioner <input type="checkbox"/> Toothbrush, toothpaste, dental floss <input type="checkbox"/> Deodorant <input type="checkbox"/> Body wash <input type="checkbox"/> Razor & replacement blades, shaving cream <input type="checkbox"/> Makeup <input type="checkbox"/> Hairspray <input type="checkbox"/> Hair care tools—blow dryer, curling & flat iron <input type="checkbox"/> Feminine products <input type="checkbox"/> Contact solution, if applicable <input type="checkbox"/> \$100 Walmart gift card for replenishing toiletries throughout your stay <p><i>No mouthwash containing alcohol.</i></p> <p><i>Bedding, linens & towels are provided.</i></p> <p><i>You can bring an additional pillow or blanket if you like.</i></p>	<input type="checkbox"/> Bible <input type="checkbox"/> Notebooks, journals, pens highlighter <input type="checkbox"/> Book bag (optional) <input type="checkbox"/> Envelopes, stationery & stamps <input type="checkbox"/> Photo ID, medical insurance <input type="checkbox"/> Original birth certificate if available—may be necessary if medical treatment is needed <input type="checkbox"/> 1 framed photo for display <input type="checkbox"/> 1 re-usable water bottle <p>Over-the-counter medicines permitted—Ibuprofen/aspirin, vitamins, & allergy medicine. All bottles must be sealed upon arrival. NO SLEEP AIDS, DIET PILLS; only non-drowsy BENADRYL</p>

Additional Packing information

This is the maximum number of items you may bring. You are not required to have everything on this list. Depending on your style and as long as you fit the dress code, you may substitute different types of clothing items but you must ensure that you do not exceed the total number of items listed. For example, if you do not wear dresses, you may bring two additional pants or shirts.

If you are unable to bring items on the packing list, we are sure the Lord will provide for your needs.

And My God will supply every need of yours according to His riches in glory in Christ Jesus. – Philippians 4:19

RULES AND REGULATIONS

PHASES

During the one-year commitment, the Resident will be required to complete three phrases before graduating WSoW. Each Resident will progress on different levels and the director will evaluate with the ministry staff as to whether the Resident is ready to move to the next phase.

PHASE 1: COME AND SEE (First 45 Days)

Most women come to WSoW at a point of crisis in their life. No matter how clearly we think we define the terms of the commitment they are making, we realize that most of the time, they may not always have a clear enough mind to really acknowledge the magnitude of their commitment. For that reason, we allow them the first 45 days to see:

- Who Jesus is
- What WSoW is really like
- What it means to live a Biblically based life
- What the commitment will actually require of them

This 45-day period also allows our Ministry Team to evaluate the sincerity of the Resident's commitment, their physical ability to participate in the program, and the Resident's overall attitude towards real change in her life.

During this Phase, Resident will participate in:

- Strong Foundations Discipleship Study
- How to Study the Bible Workshop
- Biblical Discipleship
- Church attendance
- Individual Biblical Guidance
- Opportunities to give back through Community Service

This phase is a black out period. There will be no phone calls or letter writing during this time. At the end of 45 days, there will be an evaluation at which time the Resident and the Ministry Team will be able to know if this is a fit for both parties. If they agree that it is, then the Resident will be asked to commit to the remaining term of the one-year program.

PHASE 2: STUDY AND GROW (6 months)

After the first phase, the Resident will be allowed to write letters to people on her approved contact list. The Resident will also be given a 30-minute weekly phone call on an appointed day to approved family only. Director-approved visitations during this phase may occur on the first floor of the Women's Shelter on Sunday afternoon. This phase of the Resident's time will be used to help her grow through the study of God's Word. She will participate in additional programs offered to help with vital life skills, including but not limited to:

- Various specialized studies addressing her core issues of struggle
- Biblical Discipleship
- Church attendance
- Individual Biblical Guidance
- Opportunities to give back through Community Service

There will be an evaluation at the end of 6 months to see if the resident is ready to move on to Phase 3 based on her individual progress. Each resident progresses at their own rate and the time frame can be tailored to meet their specific goals.

PHASE 3: LIVE AND SHOW (6 months)

The last phase of the WSoW term begins after the Resident has proved faithful and responsible of duties, tasks, and behavior. It is intended to help women use what they have learned through the first half and apply it to everyday life. Each Resident may enter this phase at different times, depending on her progress with guidance from the Ministry team. During this phase, Residents will participate in various activities that will prepare them for reentry into non-residential life. They will be able to seek and secure work outside of the home, as well as learn to budget and save with financial accountability. Every third phase resident will meet with the Director and have a specific plan that is tailored to meet their individual goals.

GENERAL RULES

1. I understand that WSoW is a residential Christian discipleship ministry. I understand I will be receiving biblical teaching and be held accountable to Christian forms of behavior. God's Word is the authority on righteous living.
2. Drug screening must be submitted to and complied with.
3. WSoW is a tobacco-free ministry. No use or possession of any tobacco products, including patches or gum, will be allowed.
4. Anyone or anything on the premises, including personal vehicles, are subject to search by the ministry team or anyone they authorize.
5. All approved medications, both over-the-counter and prescription, are to be checked in with the Director upon entry. Daily access will be granted to medication when appropriate.
6. I agree to follow the rules and respect the authority of the ministry. I understand that there are consequences for disobedience.
7. I agree to participate in all scheduled activities including Bible studies, memory verses, church, chores, serving opportunities, and recreation. I will do what I am required to do in each of these activities without complaining.
8. All personal property MUST be taken with Residents when they leave. WSoW will NOT be held responsible for anything left behind.
9. Money is not necessary while in the ministry. Please do not bring it with you; you will not be allowed to have it on your person.
10. The church or ministry is not responsible for lost or stolen items.
11. The use of personal vehicles is not permitted.
12. Only Christian music is allowed during stay in the ministry.
13. Memory verses will be done regularly at 6:00pm. Each Resident is responsible to find time to memorize them. If Resident isn't successful, copying 10 times and re-reciting will occur. Effort must be evident.
14. The Bible is the primary reading material. Director must approve any other books.
15. WSoW is not a program based upon principles and rules designed to achieve behavioral modification. It is an introduction to the most transformational relationship on earth – our relationship with our Creator. And because that relationship is more important than any other, we require it to be the sole focus of our Residents during the term of their stay. That means that there will be no communication or romantic involvement with men (or women). This includes verbal contact, mail, phone, visitation, third party, etc. Exceptions to this rule would be husbands of Residents. In certain cases, communication with husbands may also be put on hold when it becomes necessary to do so for the healing of both parties. Since it takes an intentional focus on Christ to achieve the radical transformation that needs to take place to be completely free, a Resident's focus cannot be compromised or complicated by a competing relationship to someone other than Jesus.
16. A 250-word essay is due each week by Saturday at 8:00pm. Your first essay is about the events that led you to WSoW, why you are here, and a little about yourself. The following essays must be about what the Lord has shown you that week: what you have walked through (good or bad). It must include scripture either from a personal reading, memory verse, Bible study, or

Church service. Write your NAME and DATE at the beginning and THREE PERSONAL PRAYER REQUESTS at the end of each essay.

BIBLE STUDIES AND CHURCH RULES

1. Always be on time. Consistently being late will result in consequences.
2. Always be prepared. Have Bibles, notebooks, and pens with you. Notes are required at each study.
3. Pay attention, follow along, and participate. No reading or writing except notes that pertain to the current teaching.
4. No talking or communicating to each other once study has begun.
5. No getting up during studies. Bathrooms are for emergencies only. Please regulate your liquid intake!
6. Teachers are volunteers; however, they are the authority during their study. Please respect them.
7. God is worthy of our worship. We encourage you to really enter into worship.

PERSONAL RULES

1. Must assume personal responsibility for your attitude and behavior at all times. What is perceived by leadership as bad behavior and attitude will be confronted.
2. No threatening, fighting, or physical violence. (Physical violence is grounds for immediate dismissal.)
3. No profanity, inappropriate gestures, off-color expressions, or sexual innuendos.
4. No stealing.
5. No lying.
6. No gossiping or making fun of people. No putting people down.
7. Don't glorify street life or past wrongdoings.
8. Be content with what you have and are given. Do not ask for things. If there is a legitimate need, we can discuss it.
9. Be accountable for your whereabouts at all times. Staff must have knowledge and have given permission. When leaving and returning to WSoW property, you must sign in and out of the log, which the staff on duty will have.
10. Behave like a lady whenever in public. No behavior that would reflect poorly upon the ministry or draw attention to yourself.
11. Do all that you can to get along with other Residents in the house.
12. Personal cleanliness is necessary. Regular showers are required.
13. No sharing toothbrushes, razors, nail clippers, or other items that may risk the spread of any infectious diseases.
14. No television, computers, cell phone, or video games. Staff may provide movies on days off.
15. Seatbelts must be worn at all times when in a vehicle.
16. No communication or friendships with men unless you are married. This includes verbal contact, as well as by mail, phone, visitation, third party, etc. If a man should speak to you, please be cordial but do not initiate conversation.
17. May not ask volunteers, church staff, or prayer partners for favors, money, or anything else without Director's approval.
18. The ministry will not pass on messages to anyone. If it is absolutely necessary for you to communicate, discuss it with the Director.
19. When doing chores or serving, please inform staff when you have completed your task. Be prepared for staff to check your work and give further instructions.
20. We realize that everyone has ideas/opinions about how things should be done. Too many opinions make it difficult, and so the ministry will determine how things are accomplished.
21. Student must copy RULES and REGULATIONS section of the handbook prior to writing letters.

HOUSE RULES

1. Keep your personal areas clean and organized. Personal areas must be kept as follows:
 - a) Beds made daily—as they were when you arrived. Personal pillow/blankets must be stored away.
 - b) All clothing/shoes must be kept in drawers and closet.
 - c) Toiletries must fit in your basket and shower caddy and must be kept neat.
2. Furniture may not be moved or rearranged without approval.
3. Resident may not hang anything on walls.
4. Maintain the tidiness of common areas. No personal items may be left in common areas.
5. No sleeping or lying down anywhere except on your own bed and during free time.
6. Each Resident will have a personal laundry bag and a scheduled laundry day. Laundry must be started and completed on the scheduled laundry. Any changes must be approved by staff.
7. Do not go into others' personal space or touch their property without permission. If you choose to lend your property, do it with a heart that will not be upset if something should happen to it.
8. Our day begins at 6:30am on workdays. Please stay in bed until wake-up time even if you are up earlier. No getting up and getting ready.
9. Lights are out at 9:30pm each night.
10. Bedrooms are quiet at 9:00pm to allow personal reading or sleeping. No talking, laughing, or whispering. This includes being mindful while in hallways and dressing room.
11. ABSOLUTEY NO flushing sanitary products in toilet. Wrap them up well and put in the garbage.
12. No incense, candles, lighters, or matches allowed.
13. All kitchen dishes are to be washed and put away immediately after meals. Clean-up responsibility will be assigned and rotated. Entire clean-up team remains until job is complete.
14. When sitting outside, please be respectful of neighbors.
15. Walks on days off must be with staff-approved accountability.
16. Residents are not to open the windows without staff permission.
17. No clips on bedroom curtains or closet doors open to block curtains in bedrooms.
18. No children/ visitors upstairs or in bedrooms.

MEALS AND KITCHEN

1. Meal are at set times.
2. No skipping meals. You are required to eat something at each meal.
3. Be thankful for what you are given.
4. Do not complain about the food—ever.
5. Food is only allowed in the kitchen and dining room area, unless staff gives approval.
6. Do not hoard or hide food.
7. No random snacking. Refrigerator and pantry are off limits.

CORRECTION AND DICIPLINE

Anyone who violates the rules and regulations of the ministry or disobeys its leadership will be subject to correction and/or disciplinary action. All disciplinary actions for misconduct will be issued at the discretion of the ministry team and may include the following:

- A verbal warning
- A written report or assignment
- Loss of privilege
- Extra chores
- Adjustment to completion time
- Dismissal

The following actions are grounds for immediate dismissal:

- Use or possession of drugs, alcohol, nicotine, or pornography
- Failure to comply with drug or alcohol screening requests

- Physical violence, fighting, or threats
- Blatant disregard for rules or authorities
- Being foolish and endangering self or others
- Stealing

No discipline seems enjoyable at the time, but painful. Later on, however, it yields the fruit of peace and righteousness to those who have been trained by it. – Hebrews 12:11

COMMUNICATION AND VISITS

MAIL

- After the first 30 days, WSoW Residents may write and receive mail from family members on their approved contact list.
- Any other correspondent that is not immediate family has to be approved by the Director and can be revoked at any time based on staff discretion.
- Postage is the Resident's responsibility.
- Incoming and Outgoing mail are subject to screening.
- Mail may not be distributed daily.
- Requests for items are not to be sent in letters. If Resident has a legitimate need, a PACKAGE REQUEST FORM must be approved.
- All mail should be addressed to the Resident c/o WSoW, 740 Willow Street Lebanon, PA 17046

PACKAGES

- Residents were instructed to bring a \$100 Walmart gift card to purchase necessary replacement supplies. If the Resident was not able to do so or requires additional items, she may complete a PACKAGE REQUEST FORM. The form will be sent to her family or sponsor, and only approved items on the PACKAGE REQUEST FORM may be sent.
- Any non-approved items included in a pre-approved package will not be given to the Resident, but handled at the Director's discretion.
- We do not allow individual gift packages or special occasion gifts until the Resident is in the third phase. If family members have a desire to send a package that would bless the entire ministry, please contact the Director for ideas and approval.

PHONE CALLS

- Residents will not be permitted to make phone calls in the first month of their stay. Months are calculated by date of entry, not number of days (e.g. Jan 7 to Feb 7; July 16 to August 16).
- Residents will be allowed a 30-minute weekly call after the first month on an appointed day to approved family only. The Resident will determine how to divide the time among family members.
- Phone calls may be monitored by staff, especially in early phases, and may be terminated if deemed necessary.
- Calls with children will be determined on a case-by-case basis. Our desire is to do what is best for the child.
- Phone calls are outgoing only and will come from a restricted number. If the family member misses a call at the arranged time, the Resident will try again later at an arranged time.
- If family members would like information regarding their loved one while she is unable to communicate, please feel free to leave a message for WSoW Director (717-675-3825). The Director will return your call when possible. Please be patient. Sometimes the WSoW world is a little busy.
- EMERGENCIES—If you have a legitimate emergency, please contact the Director.

STATEMENT OF FAITH

DOCTRINAL

1. We believe in what is termed “The Apostles’ Creed” as embodying all the fundamental doctrines of orthodox evangelical Christianity.
2. We believe there is one living and true God, eternally existing in three persons; the Father, the Son, and the Holy Spirit, equal in power and glory; that this triune God created all, upholds all, and governs all.
3. We believe in God, the Father, an infinite, personal Spirit, perfect in holiness, wisdom, power, and love; that He concerns Himself mercifully in the affairs of men; that He hears and answers prayer; and that He saves from sin and death all who come to Him through Jesus Christ.
4. We believe in Jesus Christ, God’s only begotten Son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles, and teachings; His substitutionary atoning death; bodily resurrection; ascension into heaven; perpetual intercession for His people; and personal, visible return to earth. We believe that He is one and the same as God. He was fully human and fully God.
5. We believe in the Holy Spirit, who came forth from the Father and Son to convict the world of sin, righteousness, and judgment and to regenerate, sanctify, and empower in ministry all who believe in Christ. We believe the Holy Spirit indwells every believer in Jesus Christ and that He is an abiding Helper, Teacher, and Guide. We believe that Jesus Christ baptizes the seeking believer with the Holy Spirit and power for service, either at the time of or subsequent to regeneration, which is a separate work from the indwelling Spirit for salvation. We believe in the present ministry of the Holy Spirit and in the exercise of all biblical gifts of the Spirit as reflected through the fruit of that same Spirit.
6. We believe that all the Scriptures of the Old and New Testaments are the Word of God, fully inspired and without error in the original manuscripts, and that they are the infallible rule of faith and practice.
7. We believe all people are by nature separated from God and responsible for their own sin, but that salvation, redemption, and forgiveness are freely offered to all by the grace of our Lord Jesus Christ.
When a person repents of sin and accepts Jesus Christ as his/her personal Lord and Savior, trusting Him to save, that person is immediately born again and sealed by the Holy Spirit, all of his/her sins are forgiven, and that person becomes a child of God, destined to spend eternity with the Lord.
8. We await the pre-tribulation rapture of the church, and we believe in the literal Second Coming of Christ with His saints to rule the earth, which will be personal and visible. This motivates us to holy living, heartfelt worship, committed service, diligent study of God’s Word, regular fellowship, participation in adult baptism by immersion and Holy Communion.
9. We are neither Five-Point Calvinists, nor are we Arminians. We adhere firmly to the biblical teaching of God’s sovereignty and man’s responsibility. We avoid any theological systems of belief that go beyond the written Word and thereby divide the body of Christ.
10. We do not believe in “positive confession” (the faith movement belief that God can be commanded to heal or work miracles according to man’s will); human prophecy that supersedes the Scriptures; the incorporation of humanistic and secular psychology into biblical teaching; the overemphasis of spiritual gifts and experiential signs and wonders to the exclusion of biblical teaching; or that true Christians can be demon-possessed.
11. We believe in the universal Church, in the living spiritual body, of which Christ is the head and all regenerated persons are members.
12. We believe the Lord Jesus Christ committed two ordinances to the Church: 1) baptism, and 2) the Lord’s Supper. We believe in baptism by immersion and communion, both of which are open to all believers in Jesus Christ.

13. We believe in the laying on of hands for the sending out of pastors and missionaries, and in conjunction with the anointing of oil by the elders for the healing of the sick.

PRACTICAL

1. We believe the only true basis of Christian fellowship is Christ's (agape) love, which is greater than differences we possess, and without which we have no right to claim ourselves Christians.
2. We believe worship of God should be spiritual; therefore, we remain flexible and yielded to the leading of the Holy Spirit to direct our worship.
3. We believe worship of God should be inspirational; therefore, we give great place to music in our worship.
4. We believe worship of God should be intelligent; therefore, our services are designed with great emphasis upon the teaching of the Word of God that He might instruct us on how He should be worshiped. We seek to teach the Word of God in such a way that its message can be applied to the individual's life, leading that person to a greater maturity in Christ. We teach both expositionally and topically.
5. We believe worship of God should be fruitful; therefore, we look for His love in our lives as the supreme manifestation that we have been truly worshiping Him.
6. We believe that the church government should be simplistic rather than a complex bureaucracy and we depend on the Holy Spirit to lead, rather than on fleshly promotion.
7. We believe that the Bible clearly delineates that spiritual gifts are for the edification of the body and that they are to be exercised in love. We believe that love is more important than the most spectacular gifts, and without love, all exercise of spiritual gifts is worthless. In our services, we focus on a personal relationship with God through worship, prayer, and the teaching of the Word of God. We do not practice speaking in tongues during worship or while a Bible study is in progress because we do not believe that the Holy Spirit would interrupt Himself. God is not the author of confusion. These gifts are encouraged in more intimate settings, e.g. afterglow services and small groups where their benefit can accomplish the purpose for which they have been given—the edification of the body of Christ.

WOMEN'S SHELTER DAILY SCHEDULE

Monday	Tuesday	Wednesday	Thursday
6:30 wake up	6:30 wake up	SABBATH	6:30 wake up
6:45-7:30 quiet time	6:45-7:30 quiet time	7:30 kitchen open	6:45-7:30 quiet time
7:45-8:30 workout	7:45-8:30 workout	8:30 Quiet Time	7:45-8:30 workout
8:30-9:25 Breakfast/get ready/rooms clean	8:30-9:25 Breakfast/get ready/clean room	9:30-11 Zoom study	8:30-9:25 Breakfast/get ready/clean room
9:30-11:00 Study	9:30-11 Zoom study	11-1 free time	9:30-11 Zoom study
11:00-1:00 Deep clean house	11-12:30 clean toys	1-2 Lunch	11-12:30 House chores/library
1:00-2:00 Lunch	12:30-1 house chores	2-5 free time	12:30-1:30 Lunch
2:00-4:00 Deep clean house	1-2 Lunch	5-6 Dinner	1:30-2:30 Pantry
4-5 free time	2-4 work project	6-9:30 free time, snack	2:30-3:30 Bible Study
5-6 Dinner	4-5 free time	9:30 bed	4-5 free time
6:15 Memory Verse	5-6 Dinner		5-6 Dinner
6:30-8:30 Bible Study	6:15 Memory Verse		6:15 Memory Verse
8:30-9:30 free time/snack	7:00-8:30 Bible study		6:30-8:30 Fellowship/Quiet Night
	8:30-9:30 Free time/snack		8:30-9:30 free time
			9:30 Bed

Friday	Saturday	Sunday
6:30 wake up	7:30 wake up	7:30 wake up
6:45-7:30 quiet time	7:45-9 hot breakfast	7:30-8:45 hot breakfast
7:45-8:30 workout	9-9:45 quiet time	8:45-9:30 quiet time/share
8:30-9:25 Breakfast/get ready/rooms	10-11:30 Zoom study	9:30-10:45 get ready for church
9:30-11:00 zoom study	11:30-1 work project	11-12:00 church
11:00-12:45 house chores/clean stables	1-2 Lunch	12:30-1 free time
12:45-1:45 Lunch	2-4 work project	1:00-2 Lunch
2-4 Jubilee	4-5 free time	2-5 Free time
4-5 free time	5-6 Dinner	5-6 Dinner
5-6 Dinner	6:30-7:30 Bible Study	6:30-7:30 Bible Study
6:15 Memory Verse	8:30-10 free time, movies,	8-9:30 free time/snack
6:30-8 U-Turn Service		9:30 bed
8-10 free time/snack		

DRUG SCREENING POLICY AND PROCEDURES

ENTRY

In accordance with our mission to minister to those with “an evident desire to follow Christ” and to ensure the safety of the Residents, a drug screen may be administered the day of admission.

CURRENT RESIDENTS

For the sake of accountability, random drug screens will be performed on Residents at any time if the leadership has concerns that the Resident may be using drugs or alcohol.

Upon prior knowledge or suspicion of drug or alcohol use, or upon a behavioral change in the Resident, as noted by other WSoW Residents or staff, an immediate drug screening will be performed. Positive results will result in discipline up to and including dismissal from facility. Refusal to take a drug/alcohol screen or test at any time will be considered admission of drug/alcohol use and will result in immediate dismissal.

Be sober-minded, be alert! Your adversary the devil is prowling around like a roaring lion, looking for anyone he can devour. Resist him, firm in the faith, knowing that the same sufferings are being experienced by your fellow believers throughout the world. – 1 Peter 5:8–9

COMMITMENT FORM

I, _____, do commit to the Lord Jesus Christ and to the Women’s Shelter on Willow Ministry Team on this _____ day of _____, _____, to submit my life completely. I admit that I am not the best person to make decisions for my life right now, and I humbly submit myself to the counsel and direction of the Lord and of his ministers at the Women’s Shelter on Willow. I commit to obey the rules of the ministry, to do whatever my overseers ask of me, and to not leave the ministry for any reason whatsoever. I want to honor my commitment; let my “yes” be “yes” and finish what I have started.

Signed: _____ Date: _____

Updated: 2.17.23