



# **PROGRAM STRUCTURE PACKET**

## **GREATER PHOENIX MEN'S INDUCTION CENTER**

### *Mission Statement*

*To provide, youth, adults and families with an effective and comprehensive Christian faith-based solution to life-controlling drug and alcohol problems in order to become productive members of society. By applying biblical principles, Teen Challenge of Arizona endeavors to help people become mentally sound, emotionally balanced, socially adjusted, physically well and spiritually alive through Jesus Christ.*

To New Students:

Welcome to Teen Challenge – we are glad that you are here. It is our deepest hope that you have an encounter with God, while you are in the program that will change your life forever. The program will provide you with structure, but the program itself cannot offer the change you seek. God’s grace, truth, time and relationships with other people will bring about the heart transformation that you desire. Let’s seek God together and discover His plans for our lives.

Sincerely,

Teen Challenge Staff & Leadership

### **STATEMENT OF FAITH – TEEN CHALLENGE OF ARIZONA BELIEVES**

The scriptures are inspired by God and declare His design and plan for mankind (2 Timothy 3:15-17).

There is only One True God; revealed in three persons...Father, Son and Holy Spirit (Deuteronomy 6:4).

In the Deity of the Lord Jesus Christ. As God’s son Jesus was both human and divine (Matthew 1:23).

Though originally good, Man Willingly Fell to Sin – ushering evil and death, both physical and spiritual, into the world (Genesis 1:26-27).

Every Person Can Have Restored Fellowship with God Through ‘Salvation’...trusting Christ, through faith and repentance, to be our personal Savior (Luke 24:47).

In Water Baptism by Immersion after repenting of ones sins and receiving Christ’s gift of salvation and Holy Communion as a symbolic remembrance of Christ’s suffering and death for our salvation (Matthew 28:19).

The Baptism in the Holy Spirit is a Special Experience Following Salvation that empowers believers for witnessing and effective service, just as it did in New Testament times (Luke 24:49).

The Initial physical Evidence of the Baptism in the Holy Spirit is Speaking in Tongues, as experienced on the Day of Pentecost and referenced throughout Acts and the Epistles (Acts 2:4).

Sanctification initially occurs at Salvation and is not only a declaration that a believer is holy, but also a progressive lifelong process of separating from evil as believers continually draw closer to God and become more Christ-like (Romans 12:1).

The Church has a mission to seek and save all who are lost in sin. We believe ‘the Church’ is the Body of Christ and consists of the people who, throughout time, have accepted God’s offer of redemption (regardless of religious denomination) through the sacrificial death of His son Jesus Christ (Ephesians 1:22-23).

A Divinely Called and Scripturally Ordained Leadership Ministry Serves the Church. The Bible teaches that each of us under leadership must commit ourselves to reach others for Christ, to worship Him with other believers, to build up or edify the body of believers-the Church and to meet human need with ministries of love and compassion (Mark 16:15-20).

Divine Healing of the Sick is a Privilege for Christians Today and is provided for in Christ's atonement (His sacrificial death on the cross for our sins) (Isaiah 53: 45).

In The Blessed Hope – When Jesus Raptures His Church prior to His Return to Earth (the second coming). At this future moment in time all believers who have died will rise from their graves and will meet the Lord in the air, and Christians who are alive will be caught up with them, to be with the Lord forever (1 Thessalonians 4:16-17).

In The Millennial Reign of Christ when Jesus returns with His saints at His second coming and begins His benevolent rule over earth for 1,000 years. This millennial reign will bring the salvation of national Israel and the establishment of universal peace Zechariah 14:5).

A Final Judgment Will Take Place for those who have rejected Christ. They will be judged for their sin and consigned to eternal punishment in a punishing lake of fire (Matthew 25:46).

And look forward to the perfect New Heavens and a New Earth that Christ is preparing for all people, of all time, who have accepted Him. We will live and dwell with Him there forever following His millennial reign on Earth. 'And so shall we forever be with the Lord!' (2 Peter 3:13)

God has ordained marriage and defined it as the covenant relationship between a man, a woman and Himself. TC will only recognize marriages between a biological man and a biological woman.

That God wonderfully and immutably created each person as male and female. These two distinct, complementary genders together reflect the image and nature of God. Rejection of one's biological sex is a reflection of the image of God within that person.

That the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Gen 2:18-25) We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

That any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual behavior, bestiality, incest, and use of pornography) is sinful and offensive to God.

That in order to preserve the function and integrity of Teen Challenge of Arizona as the local Body of Christ, and to provide a biblical role model to the TC clients and staff and the community, it is imperative that all persons employed by Teen Challenge in a capacity, or who serve as volunteers, agree to and abide by this Statement of Marriage, Gender, and Sexuality.

That God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.

That every person must be afforded compassion, love, kindness, respect, and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and not in accord with Scripture nor the doctrines (policies) of TC.

Addiction is characterized by a progressive loss of control over the use of a substance or behavior. The user becomes obsessed with it despite adverse consequences and often vigorously denies the existence of a problem if confronted.

The faith-based approach of Teen Challenge is that merely abstaining from addiction will not provide a lifetime of success; however, success can be achieved by replacing those addictions with a fulfilling and life-affirming experience with Jesus Christ. In other words, we believe that the void which people often attempt to plug with addictions can be filled, instead, with a new identity in Christ.

The Statement of Faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of TC's faith, doctrine, practice, policy and discipline, our Board of Directors/Executive Management Team is TC's final interpretive authority on the Bible's meaning and application.

## **THE FOUR PILLARS OF CHANGE**

### **IDENTITY - CHRIST-LIKENESS - PROTECTIVE LOVE - SELF EVALUATION**

The Teen Challenge Discipleship Ministry is held up by these important pillars. Staff and students embrace the truth and process contained within each pillar to experience genuine transformation.

#### **IDENTITY**

Correctly perceived identity is crucial for lasting, meaningful life transformation. “We will all live in accordance with our perceived identity. In fact, no one can consistently behave in a way that is inconsistent with how he perceives himself.” (Neil Anderson, Victory over the Darkness) All behavior is purposeful.

Learning who we are in Christ will help us establish our true identity and is key to the development of a life-long relationship with God and lasting relationships with other people.

#### **CHRIST-LIKENESS AS THE STANDARD**

The Quality Standard of behavior for staff and students is Christ-likeness. Rules, regulations and laws should be respected in every area of life, but as Christians our standard for conduct isn't set by them. Our thoughts and conduct are determined by our character and the standard for our character is set by the example of Jesus Christ.

You shall love the Lord your God with all your heart, and with all your soul and with all your mind. This is the greatest and foremost commandment. The second is like it; you shall love your neighbor as yourself.

*Matthew 22:37-39*

#### **PROTECTIVE LOVE**

Protective Love for our behavior holds forth a quality standard for both staff and students. All agree to embrace Christ-likeness as the quality standard. If Christ-likeness as the quality standard is not fully embraced, and protective love is left to slip, the healing environment will be compromised.

Restoration from sin is accomplished by commitment to personal, internal and external life changes with Christ-likeness as the quality standard for all areas of our life. All behavior (especially matters of the heart) will be discussed. Personal accountability is examined with self-evaluation, a process that is redemptive rather than punitive. *James 5:16*

Protective Love is designed to create an environment that encourages positive personal life changes through Self-evaluation, leading to Christ like choices.

#### **SELF-EVALUATION**

Examine yourselves to see whether you are in the faith; test yourselves. Do you not realize that Christ Jesus is in you – unless, of course, you fail the test? *2 Corinthians 13:5*

Therefore confess your sins to each other and pray for each other so that you may be healed. The prayer of a righteous person is powerful and effective. *James 5:16*

Let us examine our ways and test them, and let us return to the Lord. *Lamentations 3:40*

The ability to effectively evaluate one's own behavior is key to lasting personal change. Lists of rules, behavior modification, and punishment do not allow people to be internally transformed, but rather, are tools of control that push people to merely conform.

If we do not allow each other the freedom to fail we do not allow each other the freedom to change. Self-Evaluation with Christ-likeness as the Quality Standard allows people the freedom to fail, the freedom to experience God's life-changing grace flowing from others, the freedom to make better choices, and ultimately the freedom to change from the inside out.

Self-Evaluations should be presented within two days of being lead into it.

## **THE ART OF ASKING GOOD QUESTIONS**

Our goal is to ask questions that help people think, and to identify the values that lead to their choices. There are some simple guidelines to the art of asking good questions in Self-Evaluations.

### **What To Do & What Not To Do:**

- Ask questions that cause them to think (not answer yes or no)
- Help them become aware of their value systems that lead to their choices
- No “WHY” Questions
- Do not attempt to give advice
- Lead people to evaluate *their own* behavior
- No preaching
- Don’t make it about your “stuff”, it is their evaluation

### **Examples of good questions:**

- Will you help me understand what you were doing?
- Under what conditions does this tell you about your heart, and where it is?
- How do you get your love and belonging needs met?
- When do you think you are at your best?

### **The Bottom Line:**

- What can they discover about themselves?

## **HOUSE SAFETY ISSUES AND PEER SUPPORT**

It is the responsibility of staff and students to maintain a safe and healing environment for those who desire to complete the program and experience a positive life change. It is for this reason that guidelines have been established to provide a safe place for everyone.

### **House Safety Issues are:**

1. Drug or alcohol use or abuse of prescription medication
2. Theft
3. Assault – Physical, verbal, sexual, racial, or possession of a weapon

**WHEN YOU CHOOSE TO ACT OUT AGAINST ANY OF THE HOUSE SAFETY ISSUES, YOU HAVE MADE THE CHOICE TO LEAVE THE PROGRAM.**

## **PROCESS FOR LEAVING THE PROGRAM**

When a student chooses to leave the program in this way, he must leave the program immediately. Staff will help in every possible way to coordinate an exit plan.

Three options are available for students who choose to leave in this manner:

1. The student may choose to go his own way and not return to Teen Challenge.
2. The Center Director reserves the right to uphold the student’s decision and not allow him the opportunity to be reinstated.
3. The student may ask for a meeting with the Peer Support Group for the purpose of being reinstated.

If the student chooses to meet with the Peer Support Group he must contact the Center Supervisor or Dean of Men within 48 hours of his leaving. Any calls after this period will result in the individual not being considered for reinstatement.

If the Peer Support Group or the Center Director upholds the students decision to leave, or the student chooses not to ask for reinstatement he must:

1. Make arrangements to collect all of his belongs within seven days of his departure. Teen Challenge is not responsible for the storage or security of items left past seven days.
2. Get approval from the Center Director in order to attend TC chapel services, events and activities.

## **PEER SUPPORT**

Peer Support Groups consist of three students, elected by the student body, and two staff members chosen by the Center Leadership.

### **Peer Support has two purposes:**

1. To meet with students who have chosen to leave the program because of a House Safety Issue, desiring to be reinstated.
2. To meet with students who struggle with reoccurring issues without breakthrough, in order to formulate a plan moving forward.

## **HOUSE STRUCTURE**

Structure is important to community living because it provides order, peace and safety in our work and living environments. Choosing to be in the program is choosing to live within the structure. We choose to be guided by Christ-likeness in our relationships with one another rather than by lists of rules and regulations. We must differentiate between the rules that govern our structure and the relationship required to uphold this structure.

## **FACILITIES**

### **Dorm Rooms**

A steward is a person who has been given responsibility to care for something that is not theirs. Jesus said "...if you have not been trustworthy with someone else's property, who will give you property of your own?"

*Luke 16:12*

Being a good steward is a Christ-like standard, and keeping your rooms clean is a stewardship opportunity.

1. We choose to make our beds before devotions, neatly tucking our sheets and blankets under our mattresses so there are no wrinkles.
2. We choose to empty our trash cans daily, sweep, dust and cleaning our windows and blinds.
3. We choose to keep our dresser tops cleared off, and to put our personal items away in our drawers or lockers with the exception of a Bible, devotional, fans and alarm clocks.
4. We choose to line up our shoes neatly under our beds.
5. We choose to keep our walls and dorm rooms free from posters, pictures and other personal memorabilia that could cause clutter.
6. We choose to keep our lockers neat and organized and the doors closed if we are not using them.
7. We choose to place our dirty laundry inside our crate or basket and keep them in our locker or under our bed.
8. We choose to keep our rooms free from electrical hazards like extension cords running in and out of lockers.
9. We choose to have our rooms in this condition by the end of chore time and will keep it in this condition at all times.
10. We choose to not bring food or drinks into our dorm rooms - wrapped hard candy or mints are the exception. Water bottles with closable lids are okay.
11. We choose not to be in Dorms that are not our assigned Dorm room.
12. We choose to have clocks without radios.

## **Fellowship Hall**

We choose to keep the Fellowship Hall clean and in order at all times and display Christ-likeness by cleaning up after ourselves.

1. We choose to view and listen to Christ-like TV, movies, and music during approved times.
2. We choose not to remove: Dishes, Cups, and Silver Wear etc... From the fellowship hall.
3. With the exception of water, we choose not to bring any food or drink outside of the fellowship hall.

## **Kitchen & Pantry**

1. We choose to be in the kitchen or pantry areas only when assigned to work there and only during our assigned shift.
2. We choose to wear sleeved shirts and closed toed shoes to meet health code standards.

## **Laundry Room**

1. We choose to be in laundry area only when assigned to work there and only during assigned shift.
2. We choose to drop off our laundry before morning devotions and only on assigned day.

## **Classroom**

1. We choose to be quiet in the classroom at all times so that others who are trying to work can concentrate.
2. We choose to keep our desks organized and neat.
3. We choose to ask the staff in charge before leaving the classroom for any reason.
4. We choose to keep the classroom neat and clean, putting books and materials back after we use them.
5. With the exception of water, we choose not to bring drinks and/or food items into the classroom.

## **Thrift Store**

1. We recognize that we may never take anything from the thrift store, box truck, shop, dumpster, etc.
2. We choose to be in the store areas only when assigned.

## **Vehicles**

1. We choose to keep the vehicles clean at all times.
2. We choose to only be in the vehicles at assigned times.

## **Weight Area**

The weight area is available to *Re-entry and Restoration* students to exercise and stay physically fit, **ON FREE DAYS ONLY**, from 5-6 a.m. Please use wisdom and caution when lifting. We do not want you to hurt yourselves.

1. We choose to keep the weight area neat at all times. Please clean up after yourself.
2. We choose to lift only when 2 or more people are present.

## **FASTING**

Students are encouraged to pray and seek God's guidance before making a decision to fast for any length of time. Students who wish to fast need to fill out and submit a request form for approval from the Center Supervisor and/or Dean of Men. If the student desires to fast longer than 3 days, a written approval must be obtained from the Center Supervisor or Dean of Men.

## **SCHEDULE**

A daily schedule is provided to you. Please check the bulletin board by the classroom, and in the day room for any changes.

1. We choose to be prepared and on time to all scheduled classes, groups, meetings, chapels, Bible studies, meals and work calls.



## DRESS CODE & HYGIENE

1. Teen Challenge services, ministry teams, and fundraisers have a standard in place for appearance and respect. We choose to reflect the proper dress code.
  - a. Ministry Teams –White Button-up, TC Polo’s, black dress pants, black dress shoes, and black socks. (Unless otherwise noted on ministry team list.)
  - b. Fundraising – Shirt provided by the Men’s Center, name tags, nice shorts or pants, nice tennis shoes and socks. We choose to turn in Fundraising shirts to driver or shotgun after each day.
  - c. Sunday & Wednesday Church – Nice polo or button up shirt and nice jeans. No hats or sunglasses are to be worn during church services.
  - d. Day to day on campus – Nice t-shirt or collar shirt, shorts or pants, socks with shoes or sandals. We choose not to wear cut-offs, tank tops, or sleeveless shirts.
  - e. Gym shorts, swim trunks/board shorts or sweat pants will be allowed on free days (not free time) only.
2. We choose to shower once per day.
3. We choose to be good stewards of our hot water by limiting our showers to 5 mins.
4. We choose to be shaved, dressed and ready for the day every morning before devotions.

## TOBACCO FREE ENVIRONMENT

We choose to have a completely tobacco free environment at all times, and our goal is to overcome all unhealthy addictions. Two out of three people in recovery who continue to use tobacco addictively relapse within one year.

We are willing to help you with any issues that would lead you to choose to use tobacco, however, continuous use of tobacco in our tobacco free environment will be considered a House Safety Issue violation.

## VISITATION

After one month, students are allowed a Sunday visit. **Visits are scheduled from 1:30PM to 4:30 PM.** Because of potential Sunday ministry teams, visits may begin later in the afternoon. Visits must be scheduled with the SSO, no later than Wednesday before the Sunday of visitation. To schedule, call **(602) 271-4084** and leave a message with the SSO or voicemail.

1. Students may meet with their visitors in the day room or outside courtyard areas. We choose not to take our visitors in the dorm areas, offices, classroom, library, or chapel.
2. Visitors must be clean and sober. Any visitor under the influence of or in possession of drugs, alcohol or tobacco will be asked to leave.
3. Students will not be permitted to use their visitors’ phone, iPad, etc. during visits.

## PASSES

Program Passes			
Induction Phase	After 3 months	One 8 hour pass	
Training Phase	After 2 months		Three weekend passes
Re-Entry Phase	After 1 month	Two - 8 hour passes	One weekend pass
Restoration	After 2 months		Up to two weekend passes
All pass leave dates require a two week prior approval from the Center Supervisor.			
Passes that require a bus or plane ticket must be approved prior to purchasing ticket.			
Weekend passes are Friday 12 noon thru Monday 12 noon.			
Out of State weekend passes are Thursday 12 noon thru Monday 12 noon.			

### **Pass Guidelines - Program standards of Christ-likeness while on Pass.**

1. We choose to remain in the company of a responsible family member.
2. We choose to attend a church service on Sunday.
3. We choose to not drive any type of motor vehicle.
4. We choose not to contact "Old Friends".
5. We choose to be on time when returning and to contact staff when returning late.

## **TELEPHONE CALLS**

### **Personal Calls**

After 2 weeks, students are assigned a phone call night by the SSO. Phone calls are to be made on that day, between 6PM and 9PM. Phone calls are 10 minutes for students with families in Arizona, and 20 minutes for students with families outside Arizona. In bound callers for students must leave a message for students.

1. We choose to make all personal calls during our phone call night.
2. Personal phone calls outside of your phone call night may only be approved by the supervisor or dean of men.
3. We choose to be courteous to others who need to use the phone.
4. We choose not to give out any information about past or present student.
5. We choose to call people on approved phone list only.

### **Personal Business Calls**

Staff will try to facilitate appointment calls during class time. Students may follow up with staff after lunch if a call was not made during class time. For Doctor Appointments, Courts, PO's and or other personal business, fill out a request form and turn it into the SSO. Upon approval present form to the SSO before signing the Phone Call List located on the clipboard outside the SSO.

### **Appointments**

Doctor's appointments must be made during the permitted times. Any appointments that need to be made outside these days and times must be approved by the SSO, and require a two week notice. It is recommended to find a ride from either your family and/or persons on your approved visit list. If however you are unable to do so a \$10.00 fee will be assessed to you and Teen challenge will transport you to your appointment.

1. Mon. 7AM to 3PM
2. Wed. 7AM to 3PM

When *any* kind of appointment is made, please fill out a request form so the appointment can be placed on the SSO calendar, only after your request form has been approved.

## **MAIL**

You will be allowed to write family, pastors, and anyone on the cleared approved personal call list. Both incoming and outgoing mail will be screened. Please leave outgoing mail un-sealed in the request box in the SSO. If items such as cookies, cake or other food items are sent, they will be shared with other students since it cannot be stored in personal rooms.

## **MONEY**

Students are not allowed to have money in their possession. Money and or debit cards, credit cards, and credit card company gift cards will be stored in the safe.

## **MEDICATION**

All medication must be locked in the medicine cabinet and logged in the medication log. Staff will witness students taking medication to ensure the medication is being taken as per instructions on the package or bottle.

## **URINALYSIS**

1. Students may be asked to participate in random and routine urinalysis. It is the responsibility of each student to submit a urine sample within one hour of being asked to do so.
2. A positive urinalysis indicates a student's choice to leave the program.

## **STUDENT RIGHTS**

### *STUDENTS HAVE THE FOLLOWING RIGHTS:*

- The right to give informed consent, or to refuse treatment or medication, and be advised of the consequences of such a decision.
- The right to a grievance procedure.
- The right to a humane and safe environment, free from abuse, neglect and exploitation.
- The right to dignity and personal privacy.
- The right to know about the cost and third-party coverage of treatment, including any limitations on the duration of treatment.
- The right to receive a complete explanation of student rights in clear, non-technical terms in a language the student understands.
- Students shall not be detained against their will.
- Students shall be afforded appropriate medical or psychological/psychiatric care either through referral or direct service delivery. The ministry shall communicate who has financial responsibility for these services.

## **STUDENT GRIEVANCE**

A grievance process is available for students who believe a conflict is not being properly address through the program structure.

1. All complaints shall be acknowledged and documented within 24 hours (72 hours on weekends).
2. The Student staff shall be informed of the findings and recommendations within seven calendar days.
3. Students have these rights under the grievance policy:
  - The right to seek remedy to file a complaint.
  - Methods to be used to file a complaint.
  - The right to grieve directly to any staff member.
  - The right to have direct access to the Director at some point in the grievance process.
  - The right to submit a complaint in writing and to have assistance in writing if they are unable to read or write.
  - The right for grievances to be resolved in a timely fashion, generally within seven days.
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Questions regarding the Student Grievance process can be directed to staff on duty.

## **RE-ENTRY & RESTORATION GUIDELINES**

A student returning from The Ranch for Re-entry will be responsible for following the same structure as an Induction student. We expect the student to choose to lead by example and to follow these guidelines.

Re-entry students will be given additional privileges that they will be a good steward of.

1. The privilege to carry a maximum of twenty dollars with accountable to staff for expenditures.
2. The privilege to use a personal mp3 player during free times. Music content must be Christ like.
3. The privilege to work-out during approved times.
4. Weekend passes will be granted after one month for Re-entry and two months for Restoration. Approved passes will be from Friday at noon thru the following Monday at noon. Requests must be submitted two weeks prior to taking the pass.