

# Collegiate Leadership Training Policies for LT Participants



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## Definitions:

**Collegiate Church Network:** The Leadership Training programs are put on by Collegiate Church Network. Collegiate is an association of more than 20 churches that are located on college campuses around the U.S. These churches are staffed with pastors and campus ministers who are all about caring for the spiritual needs of students in their college experience. This is where Leadership Training (LT) comes in.

**Collegiate's Website:** A site that provides LT Program Information for students and parents: <https://www.collegiate.church/leadershiptraining>

**Reliant:** The application and payment systems for the LT programs are administered by Reliant, a Collegiate Church Network ministry partner in Orlando, FL. Reliant is a mission agency that employs many of the support-based campus missionaries and pastors within the Collegiate Church Network who lead the LT programs.

**Application:** [apply.reliant.org/prog/lt/](https://apply.reliant.org/prog/lt/) will guide the LT participant through the application and recommendation process and

**Events.reliant.org:** Reliant's event website will securely process payments for the program.

**Reliant Paid Staff:** Anyone employed by Reliant

**Reliant Summer Program Coordinator:** Reliant staff member administering all LT Programs within Reliant areas of responsibility

**LT Participant:** Any person who has been accepted and paid for the LT Program.

**LT Volunteer:** Any person who serves LT and is not paid for services rendered.

**LT Leader:** Any person serving in a recognized leadership capacity. This includes but is not limited to small group leaders, project leaders, Reliant missionaries, etc.

**LT Intern:** Reliant employee for a specified time period usually not eligible for benefits (typically students)

**LT Program Director:** The pastor(s) commissioned minister or field director responsible for the LT program.

**National LT Director:** The pastor responsible for all Collegiate LT Programs.

**Executive Director:** Person responsible for providing vision and oversight of all Collegiate Church Network churches, ministries, and programs, national leadership for Collegiate.

**National Board:** Those responsible for oversight of all Collegiate churches, ministries & programs.

## Financial Policies:

### LT Deposit

A program deposit for each LT program is due in March. Participants who miss this deadline will be placed on a waiting list.

### LT Payments

- Timely payments are essential to assist LT in meeting its financial obligations.
- Each missed payment may result in a \$25 late fee. This fee may be added per request of the LT director.
- Returned checks will also result in a \$25 fee per returned check. This fee is enforced by Reliant.
- LT fees and due dates are specific to each LT. Please review your specific LT financial policies for more information.

### Cancellation/Refund Policy

- There are generally no refunds for the LT program due to the fixed costs and program administration.
- If you withdraw from the program:
  - **Before May 1:** You will forfeit the registration fee and your program deposit that was due in April.
    - In addition, a cancellation fee may be due based on your program policies.
  - **After May 1:** Any possible refund will be decided on a case by case basis – and only for extreme cases (ie. Death of parent or sibling, severe illness, etc.)
- There are no refunds for participants who are dismissed or choose to leave the program. LT Directors can decide whether or not to waive any unpaid LT fees with those participants.
- Participants agree to complete all payment obligations.
- Any exceptions must be granted in writing by the LT Program Director. If the participant does not complete their payment obligation, the fee will remain attached to the participant's name and before they can come to another Reliant event they will be required to pay their outstanding fee.

## Key Policies: Standards of Conduct

As a training program, LT operates from a very demanding schedule. Your conduct is not only a reflection of your personal character but is also a reflection of LT and more importantly of Christ. It is important that you understand several key policies regarding LT.

LT stands for Leadership Training. By participating in the LT program, you have demonstrated a desire to grow closer in your relationship with God in a special way for the duration of the program. To get the most from this experience, you may need to limit or forfeit certain freedoms in order to devote yourself more fully to experiencing God. It is not our heart to give a series of rules by which to govern one's life where God has not clearly spoken. To learn to be an effective leader requires one to learn to govern oneself before God. The following policies seek to establish this goal.

## Above Reproach

To be above reproach means that there is no accusation that could have merit. Consider how to conduct yourself in such a way as to glorify God and maintain your testimony with others.

## Guest Policy

Overnight guests are typically permitted on a space available basis. All guests must be approved. Fees may be assessed by your Program for overnight guests. Please consult your individual program policies for more program specific details.

## Visitation

In the spirit of being above reproach, LT would encourage participants to refrain from being alone in a room or in a private setting with someone of the opposite sex. In addition, visitors are welcome in common areas of housing (but not bedrooms).

## Employment

LT participation is contingent on employment with the YMCA and if you're terminated from the Y you will be dismissed and sent home.

## Curfew

Once again, to be a leader is to learn to establish priorities and maintain responsibilities. Therefore, there is no established curfew (unless specified by the YMCA). It is our desire for each participant to decide when to be in and when to go to bed in order to fulfill one's responsibilities. These responsibilities include getting to work and LT programs on time and in a state of mind to engage. Due to safety concerns, your Program Director may establish other curfew policies for your safety.

## Safety

Since each location has its own inherent risks, we encourage the following:

1. Do not be out alone in the dark, especially late at night.
2. Let others know where you are going and when you expect to return. Having your cell phone with you and charged can help alleviate any concerns that may arise. (Although be aware that cell phone coverage can be minimal or non-existent in certain locations.)

## Health

You will be required to adhere to and follow all government and local authority mandates related to COVID-19 as well as all YMCA required mandates. Understand that there will be specific mandates required by Reliant for participation in this Program (such as but not limited to wearing face masks indoors and practicing social distancing, etc.) the specifics of which will be made known closer to the start of the Program in the form that must be signed by you in order to participate in the Program.

## Emotional Health

If the director feels that the participant is emotionally unhealthy, which could include but is not limited to, severe depression or anxiety or participating in any form of self harm, then they may be asked to leave the program.

## Alcohol

Since the Bible doesn't forbid drinking to those who are of legal age, we don't either. However, if you are under the legal drinking age, twenty-one year of age, drinking is strictly forbidden. Drinking under the legal drinking age could result in immediate dismissal from the LT program. Our hope and prayer is that participants will learn to conduct themselves in the highest integrity before God. Key Biblical principles are: Do not use our freedom in such a way as to cause someone else to sin and to maintain a good testimony before God and man. The LT staff will refrain from drinking around students. Drunkenness could result in dismissal from the LT program. The YMCA has a policy of no alcohol being consumed on it's grounds.

## Partying & Bars

There is a diversity of perspectives on the issue of clubbing and patronage at bars. In general, clubbing and attending bars are inconsistent with the goals of the LT program unless the intent is specifically and intentionally for outreach. *Partying and attendance at bars are strongly discouraged during the LT program. Any immorality or drunkenness with a bar, club or house party may result in the immediate dismissal from the LT program. Any sexual impropriety at a bar or club could also result in immediate dismissal from the LT program.* Key Biblical principles are: Not to use our freedom in such a way as to cause someone else to sin and to maintain a good testimony before God and man.

## Drug Policy

Since Collegiate LT is a training program and not a local church, LT is not equipped to deal with drug dependency or addiction issues. Illegal drug use may result in immediate dismissal from LT. Exceptions may be granted by the Executive Director Team (EDT).

If a participant was found to distribute illegal drugs (including distributing alcohol to minors), the participant would be immediately dismissed from the Program.

## Drug Testing

It is not the practice of LT to conduct or implement drug testing. If drug testing were utilized, it would be at the participant's expense and as a condition of remaining in the LT program. Drug testing may be done after a Drug Policy violation and/or when there is reason to question the validity of a participant's claim.

## Sexual Misconduct

Collegiate LT Programs believe that the Holy Scriptures state that sexual practices outside of a heterosexual marriage are sexual sins (Romans 1:26-27; 1 Corinthians 6:9-10; Leviticus 18:22; 20:13). Any sexual practices that LT determines to be Biblically forbidden are considered a violation of LT's standards, and *could result in the immediate dismissal from the LT program*. Some examples of sexual misconduct include, but are not limited to, child molestation, rape, incest, adultery, premarital sex, homosexual conduct, sexual harassment, voyeurism, exhibitionism, indecent liberties, obscene phone calls/texts /videos, and sexual addictions.

## Harassment

Collegiate LT Programs are committed to maintaining a safe environment in which all individuals treat each other with dignity and respect and which is free from all forms of intimidation, exploitation and harassment, including sexual harassment. LT is prepared to take action to prevent and correct any violations of this policy. Anyone violating this policy will be subject to discipline up to and including dismissal from the LT program.

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment or LT participation;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment or LT decisions affecting that individual; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working or program environment.

## Reporting & Investigating Sexual Harassment & Other Forms of Sexual Misconduct

All Program participants, directors, leaders, volunteers, and Reliant employees are required to report any incidents of sexual misconduct to the Program Director and Reliant as soon as possible. If a report of sexual harassment involves a Reliant employee, the claim should be made directly to Reliant (email: [notifyhr@reliant.org](mailto:notifyhr@reliant.org)) and the Collegiate LT Program National Director (email: [chad.frank@reliant.org](mailto:chad.frank@reliant.org))

If the claim is among Program participants, each Program will have designated individuals within the LT leadership (one male and one female) to notify if a sexual harassment concern surfaces. The Program Director will also be notified. The Program Director will contact the Collegiate LT Program National Director and the Collegiate National Board LT Program representative and Reliant. The Program Director will investigate the claim and make recommendations. The final course of action will be determined by Reliant and the Collegiate National Board.

Reliant employees and Program leadership and volunteers shall take appropriate steps to maintain and protect the confidentiality of the testimony of victims, those accused, and witnesses during the investigation. However, no guarantee of confidentiality can be given. This action shall be taken consonant with the Program's and Reliant's responsibility, both as a Christian ministry and as an employer, to investigate, respond to, and deal appropriately with such situations. All involved parties are encouraged to be absolutely candid and cooperative. Victims and fellow workers should be assured that they will not suffer retaliation from the Program or Reliant for reporting any incidents of sexual harassment or other forms of sexual misconduct.

## Counseling & Confidentiality

LT participants must exercise great caution when counseling a member of the opposite gender. Reliant employees and participants should, to the fullest extent possible, place such individuals in contact with a Reliant employee or LT volunteer leader of the same gender as the counselee. Whenever an employee or LT participant will be counseling or meeting with an individual of the opposite gender, he or she should take appropriate measures to protect the safety, the well-being, and the reputation of the individual and themselves. Such measures include, but are not limited to, conducting all meetings with the individual in the presence and/or full view of other persons or in a public place, such as in a restaurant, library, or public park, etc. Reliant employees and LT participants should not meet with the individual alone or in a private setting. Employees who have questions or who desire further guidance regarding appropriate behavior and precautions in counseling an individual of the opposite gender should contact their Program Director or Human Resources. LT participants who have questions or desire further guidance should contact their Program Director, National Director, or the Collegiate Executive Director.

### Confidentiality in the Counseling Relationship

In the course of counseling individuals, whether on a formal or informal basis, employees or LT volunteer leaders may find that a counselee attempts to communicate information to the Reliant employee or LT participant "in confidence." Employees and volunteers should be aware that the laws of some states impose legal liability upon individuals for wrongly disclosing confidential information where there is a legal duty to maintain confidence. The legal duty of confidentiality generally arises primarily from the express or implied representations of the recipient (generally the counselor/clergy member) and the reasonable expectations of the person making the communication (generally the counselee). Conversely, the laws of some states recognize that certain confidential communications between certain persons in a minister-counselee or counselor-counselee relationship may be "privileged" and thereby protected from compelled legal disclosure.

Whether a particular communication is "confidential," such that its disclosure could lead to legal liability, and whether a particular Reliant employee or LT volunteer is protected by and/or subject to a legal privilege against compelling disclosure, normally depend upon the facts of the specific situation and the law of the specific jurisdiction involved. In such circumstances, the employee may want to obtain the advice of competent legal counsel. Generally, as long as a third party is present and there is no promise of confidentiality, communication is not considered confidential.

LT participants engaged in counseling activities should be careful not to make any inaccurate representations to counselees regarding the degree to which communications will be maintained in confidence (such as agreeing to "not tell anyone"). When considering possible disclosure of information provided by a counselee, congregation member, or other individual in a possibly confidential context, Reliant employees and LT volunteers should consult the Program Director, National Director, or Collegiate Executive Director regarding the need for competent legal counsel, and should carefully consider the consequences of disclosure and nondisclosure.

## Civil or Criminal Disobedience

Reliant employees, LT volunteers and participants are expected to uphold the law. The Bible instructs that rebellion against governing authorities is rebellion against what God has instituted: "Therefore, it is necessary to submit to the authorities, not only because of possible punishment but also because of conscience" (Romans 13:1-5)(NIV). In very few cases, however, it may be necessary for a Christian to "obey God rather than men" (Acts 4:19-20). If an LT participant violates the law in such a way that it has a detrimental impact on their ministry or testimony as determined by the Collegiate Executive Director in consultation with the Program Director and the National Director, the participant, volunteer or employee may be dismissed from LT.

## Health and Safety

Reliant employees and LT volunteers are urged to take reasonable measures to ensure the health and safety of themselves and those around them. It is especially important that employees be extremely careful when engaging in ministry sponsored activities and when traveling.

# Fraud, Suspected Misconduct, Dishonesty, and Whistle-Blower Protection Policy

## General Policy

The purpose of this document is to communicate policy regarding the deterrence and investigation of suspected misconduct and dishonesty by employees and others, and to provide specific instructions regarding appropriate action in case of suspected violations.

LT is committed to high standards of ethical, moral, and legal conduct. In line with this commitment and also LT's commitment to open communication, this policy aims to provide an avenue for employees, volunteers and participants to raise concerns about suspected misconduct, dishonesty, and fraud, and to provide reassurance that they will be protected from reprisals or victimization for good faith whistle-blowing.

## Definition of Misconduct, Dishonesty and Fraud

For purposes of this policy, misconduct, dishonesty and fraud include but are not limited to:

- Acts which materially violate ministry policy
- Theft or other misappropriation of ministry assets
- Intentional misstatements or other irregularities in ministry records
- Incorrect financial reporting
- Misuse of ministry resources
- Violation of any federal, state, or local law, rule, or regulation
- Immoral or unbiblical activities
- Forgery or alteration of documents
- Any other form of fraud

LT specifically prohibits these and any other illegal activities in the actions of its employees, managers, executives, volunteers, participants and others responsible for carrying out the organization's activities. The impact of misconduct, dishonesty and fraud may include:

- Damage to the body of Christ and to the reputation of the body of Christ
- Damage to the reputation of LT and its employees
- Negative Publicity
- Actual financial loss
- Investigation costs
- Loss of employees

- Loss of donors
- Damaged relationships with donors and friends of the ministry
- Damaged employee morale
- Litigation

## LT's Commitment

LT's goal is to establish and maintain an environment of fairness, ethics and honesty for our employees, our volunteers, our participants, our donors, our constituents, our suppliers, and anyone else with whom we have a relationship

LT is also committed to the deterrence, detection and correction of misconduct and dishonesty. The discovery, reporting and documentation of such acts provides a foundation for the protection of innocent parties, the taking of disciplinary action against offenders up to and including dismissal where appropriate, the referral to law enforcement agencies when warranted by the facts, and the recovery of assets.

## Safeguards

No Retaliation.

No director, officer, employee, volunteer or participant who in good faith reports a violation shall suffer harassment, retaliation or adverse employment or program consequence. An employee or participant who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including dismissal from the program and employment termination for an employee. This policy is intended to encourage and enable employees, volunteers, participants and others to raise concerns within the organization prior to seeking resolution outside the organization.

Additionally, no employee, volunteer or participant shall be adversely affected because they refuse to carry out a directive which, in fact, constitutes corporate fraud, or is a violation of state or federal law.

## Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations, including the complainant's identity, will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation. All documentation related to reported violations and investigations of such reports shall be maintained in confidential files, with access permitted only on a need-to-know basis or as required by law.

## Anonymous Allegations

This policy encourages employees, volunteers and participants to put their names to the allegation because appropriate follow-up questions and investigation may not be possible unless the source of the information is identified. Concerns expressed anonymously will be investigated, but consideration will be given to:

- The seriousness of the issue raised
- The credibility of the concern
- The likelihood of confirming the allegation from attributable sources

## Acting in Good Faith

Anyone filing a complaint must be acting in good faith and have reasonable grounds for believing the information disclosed indicates misconduct, dishonesty, or fraud. Any allegations that prove not to be substantiated and which it is determined have been made maliciously or knowingly to be false will be dismissed from LT.

## Procedure

### How to Raise a Concern:

It is the responsibility of every employee, volunteer and participant to report concerns relating to suspected misconduct, dishonesty or fraud. You should first raise your concern with your Program Director who, in accordance with LT's policies and procedures, will assist you with resolving the concern or reporting it to the next level. If your concern involves your Program Director, please raise your concern directly either the National LT Director (chad.frank@[reliant.org](mailto:reliant.org)) or with the Collegiate Executive Director LT Representative Jon Shah (jon.shah@[reliant.org](mailto:reliant.org)). If your concern involves the Collegiate Executive Director, please raise your concern to the Collegiate National Board (NB). Concerns should normally be set forth in writing with as much information as possible, including any relevant names, dates, places, etc.

Concerns should be submitted to:

- The Location's LT Director(s)
- The National LT Director

- The Collegiate Church Network National Board Representative and/or
- Reliant Mission

Concerns submitted to the LT Director(s) should be either emailed or personally delivered to the specific LT director(s).

## Contact Information:

### Adirondack LT Directors:

#### Joe Testa

[joetesta76@gmail.com](mailto:joetesta76@gmail.com) | 517-488-3224

1812 Pinecrest Dr. East Lansing, MI 48823

#### Chris Gentz

[gentz@h2okzoo.com](mailto:gentz@h2okzoo.com) | 586-764-3100

2011 Greenlawn Ave. Kalamazoo, MI 49006

### Estes Park LT Directors:

#### Kevin Cody

[kevin.cody@reliant.org](mailto:kevin.cody@reliant.org) | 734-646-0044

902 S Rainier Ct. Bloomington IN 47401

#### Mark Gonzalez

[markago@gmail.com](mailto:markago@gmail.com) | 979-221-1068

919 Emerald Dove Ave. College Station, TX 77845

### National LT Director:

#### Chad Frank

[chad.frank@reliant.org](mailto:chad.frank@reliant.org)

### Collegiate Church Network **National Board** Representative:

#### Jason Bennett

Collegiate Church Network Executive Director

[jason.bennett@collegiatechurchnetwork.org](mailto:jason.bennett@collegiatechurchnetwork.org)

### Reliant Mission HR Contact:

[notifyhr@reliant.org](mailto:notifyhr@reliant.org)

## Investigating the Concern

Following the receipt of any complaints submitted, an Investigative Team (led by Program Director, National LT Director, Collegiate Executive Director or the NB Representative) will investigate each matter so reported and where appropriate, recommend corrective and disciplinary actions to the Collegiate Executive Director or if involving a Reliant employee, to Reliant Human Resources ([notifyhr@reliant.org](mailto:notifyhr@reliant.org)). In conducting any investigation, the Investigative Team shall use reasonable efforts to protect the confidentiality and anonymity of the complainant. The Committee will determine the proper method of recommending and/or taking corrective and disciplinary actions, where appropriate.

## Further Information

The amount of contact between the complainant and the body investigating the concern will depend on the nature of the issue and the clarity of information provided. Further information may be sought from the complainant.

## Report to Complainant

The complainant will generally be given the opportunity to receive follow-up on their concern within two weeks, which may include:

- Acknowledging that the concern was received
- Indicating how the matter will be dealt with
- Giving an estimate of the time that it will take for a final response
- Telling them whether initial inquiries have been made
- Telling them whether further investigations will follow, and if not, why

## Information

Subject to legal constraints, the complainant will receive information about the outcome of any investigations.

## Christian Conciliation

### Commitment to Biblical Peacemaking

LT endorses and seeks to foster the following biblically supported objectives:

#### Strive to Be Peacemakers

- Matthew 5:9: "Blessed are the peacemakers, for they will be called sons of God."(NIV)
- Proverbs 17:14: "Starting a quarrel is like breaching a dam; so drop a matter before a dispute breaks out."(NIV)
- Proverbs 20:3: "It is to a man's honor to avoid strife, but every fool is quick to quarrel."(NIV)

#### Avoid Civil Litigation

- 1 Corinthians 6:1, 4: "If any of you has a dispute with another, dare he take it before the ungodly for judgment instead of before the saints... Therefore, if you have disputes about such matters, appoint as judges even men of little account in the church."(NIV)

#### Seek to Settle Disputes Quickly

- Matthew 5:25: "Settle matters quickly with your adversary who is taking you to court. Do it while you are still with him on the way..."(NIV)
- Luke 12:57, 58: "Why don't you judge for yourselves what is right? As you are going with your adversary to the magistrate, try hard to be reconciled to him on the way..."(NIV)

#### The Goal is the Restoration of Righteous Relationships

- Matthew 18:15: "If your brother sins against you, go and show him his fault just between the two of you. If he listens to you, you have won your brother."(NIV)

### Commitment to Positive Conflict Resolution

While harmony, consensus, and tranquil relationships are desirable goals, peace at any price is not. Conflicts are inevitable. Where there are people there will be conflicts. Since we are a called-out group of imperfect people in the process of being perfected while seeking to do the perfect work of Christ, there will be conflicts. The question is not whether we will have conflicts, but when they come, how will we handle them.

We desire to embrace conflicts as an opportunity for growth and enhanced communion, rather than a cause for incompatibility, animosity, or alienation. The offended party (which is usually both parties to the conflict) should view the offense first as an opportunity to "remove the logs" of bad attitudes, resentments, pride, and sins of the flesh. Then they should seek to freshly demonstrate the graces of patience, long-suffering, understanding, gentleness, etc. If all parties purpose ahead of time to walk with a teachable and humble spirit, conflicts will produce growth, character development, and more secure relationships, rather than tension and dissension. To experience this growth, however, we must embrace the pain of the conflict rather than take the path of least resistance, which is pulling back and avoiding the conflict.

### Commitment to Reconciliation

It is the goal of LT to produce reconciled relationships through its ministry and among its staff. We cannot effectively minister what we are not practicing. Recognizing that litigation and an adversarial legal system tend to produce rivalries instead of reconciled relationships, it is the policy of LT to favor and promote a biblical approach to dispute resolution, like the informal process described in Matthew 18 or, if necessary, Christian Conciliation in lieu of litigation.

### Commitment to Resolve Disputes Quickly

All participants are encouraged to resolve disputes quickly. This should be done first on a personal basis between you and your brother and/or sister alone. If that is unsuccessful, or if for whatever reason you would deem it inappropriate, please bring the matter immediately to your Program Director's attention, or to the attention of the National LT Director or Collegiate Executive Director (or the NB representative c/o Jon Shah.)



## Commitment by All Reliant Employees and LT Participants

For this policy to work effectively, it is important that all LT participants do their part to resolve personal disputes on this basis and bring to the attention of appropriate management any unresolved disputes or latent conflicts, especially any threats or hints of legal action. The purpose and motivation of this policy go far beyond simply avoiding the expense, diversion of human resources, and adverse publicity of lawsuits. It goes to the heart of implementing the Biblical mandate of reconciliation and living at peace with all individuals.

## Grievance System

### General Policy

LT encourages participants to seek to resolve complaints and conflicts with other LT participants or with other Reliant employees, supervisors, and management personnel, through an informal process of Christian conciliation informed by the principles discussed in Matthew 18, Matthew 5, Luke 12, and 1 Corinthians 6. In the event that informal efforts do not resolve the conflict to the participant's satisfaction, the participant should pursue LT's formal grievance procedure outlined in this section.

### Procedure

1. Grievances must be presented in writing to the Program Director, unless the Program Director is the subject of the grievance. In such a case, the grievance must be presented in writing to the National LT Director. If the Program Director is also the National LT Director, it must be presented to the NB in care of Jay Bennett
2. The Program Director or National LT Director will clarify the grievance and write out any points of clarification until both parties generally agree on the meaning of the grievance. This document must then be signed by the participant and presented to the NB representative.
3. The Program Director or National LT Director should make every effort to investigate the grievance and resolve it. The Program Director will work in conjunction with a NB representative. All steps toward resolution must be documented by the Program Director and presented to the NB representative.
4. If the participant feels their grievance has not been adequately resolved, they may appeal to the Chairman of the National Board, for further investigation and resolution. The National Board may appoint an impartial individual or committee to handle the grievance investigation.

LT leadership will attempt to treat all participant grievances fairly and with respect. LT leadership is dedicated to accepting constructive criticism with open-mindedness and will attempt to be courteous and respectful of all persons. If at any time a participant feels their grievance is not being handled properly or fairly, they may contact the Collegiate Church Network LT Representative (Jason Bennett, email: [jason.bennett@collegiatechurchnetwork.org](mailto:jason.bennett@collegiatechurchnetwork.org)) as a representative of the NB. In the event that the National Board's final resolution of the grievance is substantially unsatisfactory to the participant, the participant may seek to pursue the formal Christian conciliation process.