

General Information for Supervisors

Definition

A supervisor is an individual who by virtue of his office or responsibility, experience and ability, is entrusted with the overseeing of Carolina Bible College students as they participate in ministry-oriented Christian service to be applied as college credit.

Responsibilities of the Student

1. The student is to have the attitude of a servant, eager to learn through his/her experience.
2. The student is expected to fulfill his/her responsibilities each week during the academic quarter of the college.
3. The student is expected to participate in his/her assignment for a minimum of ten weeks each quarter.
4. The student will be responsible to complete a Weekly Activity Report to be reviewed and signed by the supervisor.
5. The student is to provide his/her supervisor with a Christian Service Evaluation Form at the beginning of the academic quarter to inform the supervisor of the qualities which he will be reporting on at the end of the quarter.
6. At the end of the academic quarter, the student is to meet with his/her supervisor for an interview after which the Christian Service Evaluation Form will be completed, signed and returned to the college office.

Responsibilities of the Supervisor

1. The student is to be supervised in all his/her responsibilities.
2. On a regular basis, give feedback, suggestions and encouragement to the student concerning his/her various responsibilities and any problems that may be present.
3. At the end of the academic quarter, please complete the Christian Service Evaluation Form, review it with the student, and return it to the college office. This evaluation will become part of the student's permanent record to serve as a basis for future recommendations for placement.
4. Relate any problems, concerns or suggestions to the college administrative staff. We seek to employ this Christian Service Program to help develop the ministry skills of the student as well as assist the local church and pastor in the work of the ministry.
5. Students will be evaluated in the following areas:
 - a. Application of Biblical principles
 - b. Evidence of gifts, abilities and personal work habits
 - c. Relationships to organizations and people
 - d. Effectiveness in evangelism
 - e. Communication skills, ability to adapt and attendance
 - f. Acceptance of responsibility and maintaining a correct attitude toward spiritual authority