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Section 1: Introduction

As a Christian institution, Bethany Lutheran College places utmost importance on spiritual affairs. It is the belief of the College that the Word of God is the "One Thing Needful" – it is the foundation on which Bethany stands.

ABOUT THIS HANDBOOK
The Seasonal and Student Employee Handbook contains excerpts from the Bethany Lutheran College Administrative and Staff Handbook that relate specifically to seasonal and student employment. Requests for the complete Administrative and Staff Handbook should be directed to the Human Resources office (hr@blc.edu; 507-344-7840).

The Handbook is intended to acquaint employees with Bethany Lutheran College and provide them with basic information about working conditions, benefits, and policies. The Handbook documents policies and processes already in place and provides additional information designed to help employees complete their assigned duties and responsibilities in an efficient and effective manner.

Employment at Bethany Lutheran College is at the will of both the employee and the College, which means that either the employee or the College may terminate the relationship at any time. Therefore, this Handbook is not intended to, nor does it create, a contractual relationship between Bethany Lutheran College and any of its employees.

No employee Handbook can be written to anticipate every circumstance or question about policy. As Bethany Lutheran College continues to change, the need may arise to revise, supplement, or rescind any policies or portion of the Handbook as the College deems appropriate.

ABOUT BETHANY LUTHERAN COLLEGE
Bethany Lutheran College is a coeducational, residential liberal arts college owned and operated by the Evangelical Lutheran Synod. Since 1927, Bethany has been providing quality education. During that time, the statement of the objectives and philosophy of the College has reflected a consistent commitment to producing consecrated and intelligent citizens who demonstrate intellectual accomplishment, good judgment, and cultural awareness. Above all, it has been the goal of the College from its inception to provide students with a sound, Christian education in which the Gospel of Jesus Christ is central. Bethany Lutheran College thus seeks to be a community of faith and learning.

Mission Statement: Bethany Lutheran College, owned and operated by the Evangelical Lutheran Synod, is a private, residential, liberal arts college committed to the teachings of the Bible as set forth in the Lutheran Confessions. Bethany provides studies culminating in a Bachelor of Arts degree. The College serves Lutherans and others by offering a challenging, student-centered approach to education that fosters spiritual development, intellectual and creative growth, self-understanding, and responsible citizenship. In keeping with its heritage,