

**Short-Term Missions Manual**



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**Finding Your Mission Field For Short-Term Mission Trips**

1. PRAY and listen for God’s guidance regarding where He wants you to go.

2. Questions to ask yourself:

* + Has your team been on a mission trip before?
	+ What experience/s has your team had?
		- If your team has had little to no experience, you may want to consider a mission field that is more well-established/structured.
	+ What skills does your team have?
		- Construction, VBS, Medical, Music, Drama, Teaching, etc.
		- You will want to match skills with the needs of the local ministry and culture.
	+ What is the level of spiritual maturity on your team?
		- If you’re planning an evangelism-focused trip, team members need to be very comfortable sharing their faith.
		- If you’re traveling to a newer mission field or an area that may be more challenging to one’s faith, it may be better to take a team that is more spiritually mature.
	+ What financial support base do you have available?
		- International trips are typically more expensive than domestic trips due to travel costs.
		- Teams with multiple family members traveling together may need to consider domestic opportunities to make the trip affordable and available.
	+ How much preparation are you willing to do?
		- Newer mission fields usually require more pre-trip planning and preparation than more well-established fields.
		- Regardless of destination, team meetings and team-building will be essential to the success of the trip.

3. Connecting with Opportunities

* + Shenandoah District Mission Trips
		- Visit [www.shenandoahmissions.com](http://www.shenandoahmissions.com) for information.
	+ Global Partners
		- Connect with GP Missionaries at <http://www.wesleyan.org/gp/> .

**Short-Term Mission Trip**

**Planning Timeline**

**1 Year Ahead**

* Set trip dates and confirm with host leader/missionary.
* Begin “advertising” trip dates and sign-up deadline.
	+ Sign-up deadline should be 6 months before departure date.

**10 Months Ahead**

* Hold first informational meeting.
	+ Distribute trip information, including approximate trip cost, deposit deadline and mandatory training date.
* Instruct team members to begin sending support letters and considering fund-raising ideas.
* Instruct team members to get passports if traveling internationally.

**6 Months Ahead**

* Sign-up deadline
* Instruct confirmed team members to contact family physicians regarding required immunizations.

**4-6 Months Ahead**

* Deposit deadline
	+ Deposit should cover cost of airline ticket. Remaining funds should be due 1 month before departure.
* Make regular announcements about items needed. Place collection box in church.
* Make airline reservations.
* Arrange transportation to and from airport.
* Notify Global Partners of your trip dates by contacting Olivia Ortmann at ortmanno@wesleyan.org.

**3 Months Ahead**

* Begin book study.
* Begin preparing training manual and pre-trip devotions.

**1 Month Ahead**

* Training Day
	+ Include team-building activities.

**Recruiting Members for A Short-Term Mission Team**

“Then I heard the voice of the Lord saying, ‘Whom shall I send and who will go for us?’ and I said ‘Here am I. Send me!” Isaiah 6:8

* Pray about who God would lead you to encourage.
	+ If you believe God is calling you to reach out to a particular person, make personal contact with them.
* Begin sharing information early!
	+ People can’t pray about going if they don’t know it’s happening.
* Testimony
	+ The most effective way to get someone to connect with the mission is to have people share about how it has changed their lives.
	+ Remember to include testimonies of people from different age groups and genders in order to reach out to all peer groups and skill sets.
* Pictures
	+ Show pictures of previous trips and experiences.
	+ Make a brochure/flier that includes photos.

Shenandoah District of the Wesleyan Church

Mission Trip Application

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birth Date \_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church affiliation if other than sponsoring church \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passport number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Expiration date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Medical conditions or problems that you currently have \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list any medications you are taking regularly.

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Why are you interested in a mission trip?

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Describe your relationship with Jesus Christ.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What gifts and/or skills have you been given that you would be willing to share with those we are going to serve? (Circle all that apply)

Music

Drama

Children’s Ministry

Medical

Construction

Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Shenandoah District of the Wesleyan Church**

**Short Term Mission Team Medical/Liability Release Form**

**PERSONAL INFORMATION**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender: M\_\_\_ F\_\_\_ Age:\_\_\_\_\_\_ DOB:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EMERGENCY CONTACT INFORMATION**

Emergency Contact:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Daytime Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evening Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternate Emergency Contact:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**MEDICAL INFORMATION**

Insurance Co:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Policy Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Group Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Policy Holder Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Doctor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**MEDICAL HISTORY** (Please fill in or check appropriate blanks.)

Blood type:\_\_\_\_\_\_\_\_\_\_\_\_\_ Immunizations up to date: Yes\_\_\_ No\_\_\_ Date of last tetanus shot:\_\_\_\_\_\_\_\_\_\_\_

Diagnosis of Diabetes\_\_\_\_ Seizures\_\_\_\_ Asthma\_\_\_\_ Migraines\_\_\_\_ Cardiac or Respiratory problems\_\_\_\_

If yes, please explain treatment \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Any Additional medical information a doctor or nurse may need:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Allergies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reaction:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bee sting allergy: Yes\_\_\_\_ No\_\_\_\_ Unknown\_\_\_\_ Severe reaction? Yes\_\_\_\_ No\_\_\_\_

 *If yes, you must carry Epi-pen*

Medications:

 Name Dose/Frequency Reason

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Prescription meds MUST be in the original pharmacy bottle with name and dose instructions.**

**RELEASE OF LIABILITY**

MINORS (to be filled out by a parent or legal guardian for those under the age of 18)

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the parent/legal guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

a minor, give permission for him/her to go to and participate in activities with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church, of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 (city) (state)

In the event of an emergency, necessitating medical or surgical attention, I hereby consent and give my permission to the team leaders to make decisions to perform such medical treatments and/or surgery.

I release, acquit, discharge, and covenant to hold harmless the church, its’ representatives, or trip leaders from any and all actions, damages, and/or liabilities arising out of any accident or sickness, or treatment thereof, incurred during activities with the mission team.

Signature of parent/legal guardian:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_

ADULTS

I, the undersigned, have read the above waiver of minors and do agree to the same terms and conditions as stated. I do hereby release, acquit, discharge, and covenant to hold harmless the church, its’ representatives, or trip leaders from any and all actions, damages, and or liabilities arising out of any accident or sickness, or treatment thereof, incurred by me while involved in activities with the mission team.

Signature of participant:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mission Trip Fundraising Ideas**

*Fundraising is a fantastic team-building event! All team members should be strongly encouraged to participate even if they do not need the financial assistance. Here are just a few ideas:*

* Support Letters:
* Sending support letters allows the opportunity for those who are not going to be a part of your team through prayer and/or financial support.
* Send letters for support to family and friends; neighbors; schoolmates; civic organizations; doctors; dentists; etc.
* Be specific in your requests for money so they know how their donations support your individual needs.
* Your donation letter should include a self-addressed stamped envelope and make sure they receive a thank-you card that includes a receipt for tax purposes.
* Yard Sale
	+ Gather donated items to sell or rent spaces in your fellowship hall.
	+ Selling food and baked goods is always a good addition to these events.
* Holiday bake sales
	+ Chocolate-Covered Easter Eggs (Recipes can be found online for making varieties of chocolate covered eggs).
	+ Christmas candies, chocolate suckers, chocolate covered pretzels, etc.
* Car Wash
	+ Can also be paired with the yard sale.
	+ Often, asking for a donation instead of a set price is more profitable.
* Bake Sale
	+ Can also be paired with yard sale and car wash.
	+ This is a great opportunity for friends and family to help make things.
* Benefit Concert
	+ Church choir or praise band.
* Spaghetti/Barbecue Dinner
	+ Selling tickets in advance will help you plan.
	+ Sell meals or baked goods for take-out. Take pre-orders in order to meet the demand.
* Silent Auction
	+ Gather donated items or bring back items from trips to sell for next year.
* Lunch After Church
	+ Offer a lunch for donations after a worship service and have team members prepare and serve the meal.
* Collecting change
* Collect dimes and quarters in various containers for your mission: jars, m & m containers; baby bottles. Relate the container to the mission.
* Sell packaged goods
* Buy and sell packaged goods from commercial fundraising companies or online magazine sales: <http://my.fundraising.com/>
* Restaurant donations
* Find a restaurant that will donate a percentage of the cost of a meal or provide a meal such as CiCi’s Pizza or Applebee’s.
* Grocery store donations
* Bag Groceries for donations.
* Sell pre-loaded grocery cards for a percentage of the profits: Kroger Cares for one example.
* With a written request on church letterhead, Wal Mart and Kroger’s will donate gift cards to support your fundraiser.
* T-shirt sales
* Design a shirt specific to the mission.
* Have local businesses donate money to print the shirts to increase profits.
* Flower sales
* Partner with a local greenhouse for flower sales at the Holidays (Easter and Christmas).
* Take orders in advance and when flowers are delivered they can be left in the church to decorate for the Holiday and picked up after the last service prior to the Holiday.

**Suggested Pre-Trip Reading List For Short-Term Mission Teams**

A pre-trip book study is a wonderful way to help your team connect on a spiritual level and prepare your hearts for service. Below is a list of books recommended for pre-trip study.

Recommended for ALL short-term mission teams:

Serving With Eyes Wide Open: Doing Short-Term Missions With Cultural Intelligence by David Livermore

Additional recommendations:

Before You Go: A Daily Devotional by Jack Hempfling

Cross-Cultural Servanthood: Serving The World in Christlike Humility by Duane Elmer

Cross-Cultural Connections: Stepping Out and Fitting In Around the World by Duane Elmer

The Hole in Our Gospel: What Does God Expect of Us? The Answer That Changed My Life and Might Just Change the World by Richard Stearns

PERSONAL COVENANT AND LIABILITY RELEASE

Short-Term Mission Trip

*The guidelines listed below are imperative for those participating in this journey. You go not as a tourist, but as a guest of another country. It is very important to be flexible and willing to adjust to the expectations of your host.*

**I recognize and accept the following conditions which will further the usefulness and safety of our short-term mission. If accepted as a member of this mission team, I agree to:**

1. Release and discharge the organizations and individuals which helped make these arrangements, including the Shenandoah District of the Wesleyan church, their agents, employees, officers, and volunteers, from all claims, demands, actions, judgments, or executions that I have ever had, or now have, or may have, or which my heirs, executors, administrators, or assigns may have or claim to have, against these organizations, their agents, employees, officers, and volunteers, and their successors or assigns, for all personal injuries, known or unknown, and injuries to property, real or personal, caused by, or arising out of this journey. I intend to be legally bound by this statement.

2. Adopt an attitude that I am on this team to try to understand the host culture, not to convince them of my own viewpoint or style. I go knowing that there are many different ways to accomplish the same objective and know that my way is not necessarily the best.

3. Abstain from making derogatory comments or arguments regarding people, politics, sports, religion, race, or traditions.

4. Go as a servant-disciple of Jesus Christ and to adopt that attitude when dealing with my fellow team members and the people I meet during the trip.

5. Accept and submit to the leadership role and authority of the trip director and promise to abide by his or her decisions as they concern this mission trip.

6. Acknowledge that by engaging in this journey, I am subjecting myself to certain risks voluntarily, in addition to those risks that I normally face in my personal and business life, including, but not limited to, such things as health hazards due to poor food and water, diseases, pests, and poor sanitation; potential danger from lack of control over local population; potential injury while working; and inadequate medical facilities.

7. Understand that our team’s work is but a tiny speck on the bigger picture that our mission partners are trying to accomplish. I promise not to be overly demanding, to do my best not to offend or cause embarrassment for the local mission host and to help them attain their long-term goals.

8. Attend all team meetings possible, both prior to departure and during the mission trip.

9. Refrain from meddling, complaining, and obscene or insensitive humor. I realize that others on my team during the journey and while onsite will look at me for an example of how a Christian acts, and I will not treat that responsibility lightly. I understand that I must travel with the rest of the team, unless other prior arrangements are made.

10. If a loved one or dear friend is traveling with me, we agree to interact with all members of the team, not just one another. I promise not to seek or engage in new romantic relationships with team members during the trip.

11. Avoid any actions that might be perceived as amorous attentions toward any people I meet while on the mission trip.

12. Refrain from using tobacco or alcoholic beverages while in the host country. Abstain from any illegal drugs or prohibited activity while on this trip.

13. Remember we are the unknown Christians from another part of the world and will be watched very closely. I will not take the important responsibility of setting an example lightly.

14. Refrain from giving gifts, such as money, clothes, etc. to the locals. Although the intent of the giver is good, the result after we leave causes problems for our host, and jealously and bitterness among those locals who received no such gifts. If I feel compelled to give a gift to someone I have met, I will consult first with the trip director before I promise or give the gift, and I promise to let him or her make the final decision on this matter.

15. Act as a servant-disciple of the local pastor or mission organization. I will respect the advice I am given concerning attire, eating and drinking, and other such traditions that will help me to assimilate into the local community.

16. Understand that every member of this group is expected to share freely from their particular blessing and talents, whether that is a skill such as music, art, carpentry, or basic hard work. I agree to participate in these ways as fully possible.

18. I agree that in the event my conduct is considered so unsatisfactory that it jeopardizes the success of the trip, and that mediation during the trip has failed to correct my behavior, that my services in connection with this mission shall end and I shall return home immediately at my own expense.

In signing below, I represent that I am 18 years of age or older, or my parent/guardian will sign also, accepting the above conditions on my behalf.

Participant’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PARENT/STUDENT PERSONAL COVENANT

Short-Term Mission Trip

*The guidelines listed below are imperative for those participating in this journey. You go not as a tourist, but as a guest of another country. It is very important to be flexible and willing to adjust to the expectations of your host.*

**I recognize and accept the following conditions which will further the usefulness and safety of our short-term mission. If accepted as a member of this mission team, I agree to:**

1. Adopt an attitude that I am on this team to try to understand the host culture, not to convince them of my own viewpoint or style. I go, knowing that there are many different ways to accomplish the same objective and know that my way is not necessarily the best.

2. Abstain from making derogatory comments or arguments regarding people, politics, sports, religion, race, or traditions.

3. Go as a servant-disciple of Jesus Christ and to adopt that attitude when dealing with my fellow team members and the people I meet during the trip.

4. Accept and submit to the leadership role and authority of the trip director and promise to abide by his or her decisions as they concern this mission trip.

5. Understand that our team’s work is but a tiny speck on the bigger picture that our mission partners are trying to accomplish. I promise not to be overly demanding, to do my best not to offend or cause embarrassment for the local mission host and to help them attain their long-term goals.

6. Attend all team meetings possible, both prior to departure and during the mission trip.

7. Refrain from meddling, complaining, and obscene or insensitive humor. I realize that others on my team during the journey and while onsite will look at me for an example of how a Christian acts, and I will not treat that responsibility lightly. I understand that I must travel with the rest of the team, unless other prior arrangements are made.

8. If a loved one or dear friend is traveling with me, we agree to interact with all members of the team, not just one another. I promise not to seek or engage in new romantic relationships with team members during the trip.

9. Avoid any actions that might be perceived as flirtatious toward any people I meet while on the mission trip.

10. Refrain from using tobacco or alcoholic beverages while in the host country. Abstain from any illegal drugs or prohibited activity while on this trip.

11. Remember we are the unknown Christians from another part of the world and will be watched very closely. I will not take the important responsibility of setting an example lightly.

12. Refrain from giving gifts, such as money, clothes, etc. to the locals. Although the intent of the giver is good, the result after we leave causes problems for our host, and jealously and bitterness among those locals who received no such gifts. If I feel compelled to give a gift to someone I have met, I will consult first with the trip director before I promise or give the gift, and I promise to let him or her make the final decision on this matter.

13. Act as a servant-disciple of the local pastor or mission organization. I will respect the advice I am given concerning attire, eating and drinking, and other such traditions that will help me to assimilate into the local community.

14. Understand that every member of this group is expected to share freely from their particular blessing and talents, whether that is a skill such as music, art, carpentry, or basic hard work. I agree to participate in these ways as fully possible.

15. I agree that in the event my conduct is considered so unsatisfactory that it jeopardizes the success of the trip, and that mediation during the trip has failed to correct my behavior, that my services in connection with this mission shall end and I shall return home immediately.

In signing below, I represent that I am 18 years of age or older, or my parent/guardian will sign also, accepting the above conditions on my behalf.

Participant Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PARENT COVENANT AND LIABILITY RELEASE

**I recognize and accept the following conditions which will further the usefulness and safety of our short-term mission. As the parent/guardian of a member of this mission team, I agree to:**

1. Release and discharge the organizations and individuals which helped make these arrangements, including the Shenandoah District of the Wesleyan Church, their agents, employees, officers, and volunteers, from all claims, demands, actions, judgments, or executions that I have ever had, or now have, or may have, or which my heirs, executors, administrators, or assigns may have or claim to have, against these organizations, their agents, employees, officers, and volunteers, and their successors or assigns, for all personal injuries, known or unknown, and injuries to property, real or personal, caused by, or arising out of this journey. I intend to be legally bound by this statement.

2. Acknowledge that by engaging in this journey, my child is subjecting his/herself to certain risks voluntarily, in addition to those risks that he/she normally faces in their personal and school life, including, but not limited to, such things as health hazards due to poor food and water, diseases, pests, and poor sanitation; potential danger from lack of control over local population; potential injury while working; and inadequate medical facilities.

3. I agree that in the event my child’s conduct is considered so unsatisfactory that it jeopardizes the success of the trip, and that mediation during the trip has failed to correct his/her behavior, that his/her services in connection with this mission shall end and he/she shall return home immediately at my expense.

Participant Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Children and Youth Volunteer Behavior Disclosure Form**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NAME: LAST FIRST MIDDLE

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS: STREET CITY/STATE ZIP CODE

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE EMAIL

 **I am a member of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ church since \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**I am a friend of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ church since \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**No civil lawsuit alleging actual or attempted exploitation, or misconduct; physical abuse; or child abuse has ever resulted in a judgment being entered against me, been settled out of court, or been dismissed because the statute of limitations has expired.**

* **True**
* **Not True**

*If not true, give a short explanation of the lawsuit. (Please indicate the date, nature, and place of the incident leading to the lawsuit; where the lawsuit was filed; and the precise disposition of the lawsuit.)*

**I have never terminated my employment, professional credentials, or service in a volunteer position or had my employment, professional credentials, or authorization to hold a volunteer position terminated for reasons relating to allegations of actual or attempted exploitation, or misconduct; physical abuse; or child abuse.**

* **True**
* **Not True**

*If not true, give a short explanation. (Please indicate the date of termination; name, address, and telephone number of employer or volunteer supervisor; and nature of the incident(s) leading to your termination.)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(PRINT NAME & SIGN) DATE**

**Short-Term Mission Trip Debriefing**

*“Being confident of this, that He who began a good work in you will carry it on to completion until the day of Christ Jesus.” Phillipians 1:6*

What God does in the hearts of team members is just as important as what He does through them in the field. Debriefing is the key to long-term life change for most team members. Here are some ways to make debriefing an effective priority in your missions ministry.

* Make it a priority from the beginning.
	+ Don’t wait until the trip is over to think about holding debriefing sessions.
	+ Designate a time in advance and have a plan in place for debriefing before you leave for the trip.
* Hold at least one debriefing session while in your host country.
	+ Most team members are focused on reconnecting with friends and family upon return home, making it difficult to be productive in debriefing.
	+ Contact your host before the trip to ensure that time is set aside for this purpose.
* Use an evaluation form.
	+ Purposefully solicit feedback from team members by way of a written evaluation. Many will not verbalize concerns or recommendations in front of the group.
	+ Make personal phone contacts if you feel there are issues that need to be addressed.
* Use a commitment card.
	+ Challenge team members to begin thinking about how they will use their experience to impact their church and community when they return home.
	+ Use these commitment cards when your team reunites for a follow-up meeting later.
* Hold a Follow-up meeting
	+ Reunite your team approximately 3 months after returning home in order to continue the debriefing process.
	+ Return each team member’s commitment card and ask them to self-evaluate and share about how they have or have not kept their commitment.

**Short-Term Mission Trip Evaluation Form**

1. How would you describe the effect this trip had on you personally?

*Self Image:*

*Spiritual Journey:*

*Interest in Missions:*

*God’s purpose for your life:*

2. Why did you originally decide to go on this trip?

3. Why would you go back?

4. What were you most concerned about during pre-trip preparation?

5. Do you feel like you received adequate training and preparation? If not, what were the areas in which you feel you could have used more preparation?

6. What ideas do you have for improving this experience for future teams?



**Next Steps Commitment Card**

*How will you use what you have learned and experienced on this trip to impact your home church and community for the Kingdom of God?*

 I will introduce my church to the weekly Global Partners Prayer Net. I will be a champion for praying for the International Wesleyan Church.

 I will begin giving to missions above and beyond my tithe.

 I will commit to a ministry I have a passion for in my home church when I return.

 I will talk to my pastor about starting a new community outreach program.

 I will talk with my pastor and church about Faith Promise



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