

# TEAM MEMBER HANDBOOK

SERVING ACROSS THE STREET & AROUND THE WORLD





# YOUR GUIDE TO A SUCCESSFUL SHORT-TERM MISSION TRIP



# GOINTERNATIONAL

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# GO INTERNATIONAL TEAM MEMBER HANDBOOK, 5TH EDITION

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# GREETINGS FROM THE PRESIDENT

RON HOUP

President & CEO of GO

InterNational

Dear Team Member,

Congratulations and welcome! You are about to embark on an adventure that may change your life forever. That is a pretty big statement, but I have seen it happen many times before. We are thrilled you have signed on for a mission trip experience with GO InterNational. We are praying, planning, and preparing to make this a trip that will have spiritual impact on not only the people you minister to, but on your life as well.

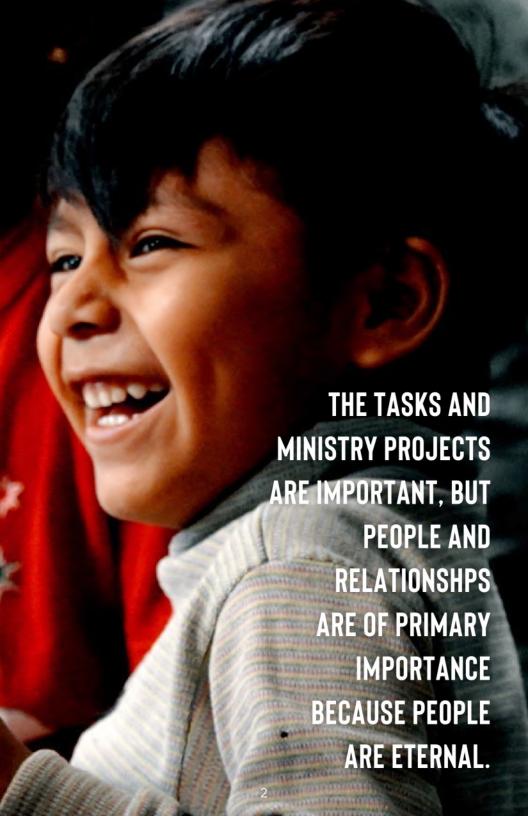


We have been taking people on mission teams for over 55 years and are ready to take care of every detail of your trip so that you are able to focus on enjoying the people and ministries you will encounter. I can't promise that everything will go perfectly smooth, but I can promise if we all remain flexible and keep an attitude of prayerful obedience, God will see us through!

We have compiled this handbook to be a resource for your mission experience that will aid you on your trip. Our office staff and team leaders will be communicating with you and referencing this resource from time to time. As you receive letters or emails from the GO InterNational office, please take time to read the portions of this book that apply to your next steps in the journey.

Thank you again for joining us on this trip. God bless you as you prepare. It is our prayer that this trip will impact your life and give you a glimpse of how God is moving across the earth! If you have any questions, don't hesitate to call!

May God bless you all along this journey!





# MEET



# **RON HOUP**

President & CEO | rhoup@gointernational.org

Ron Houp has served with GO since 2007. He was Senior Vice President before he assumed the role of President in 2014. He loves to teach on finance, stewardship, and missions. His life was changed by a short-term mission trip, and he loves to see others experience this change. He has traveled to more than 25 countries on four continents.



# **CURTIS ELLIOTT**

Vice President | celliott@gointernational.org

Curtis attended Asbury Theological Seminary where he graduated with a PhD in Intercultural Studies. For two years, Curtis and his family served as missionaries in the Republic of Georgia. Curtis has extensive experience with mission mobilization, short term teams, and facilitating partnerships between organizations for the task of world evangelism and discipleship.



# LARRY MONTGOMERY

Director of Team Ministries | larrym@gointernational.org

Larry has been on staff with GO since the summer of 2016, providing leadership and oversight for all ministry, both international and domestic. In 1998, he took his first trip with GO. He has led many teams around the world since 2010, assisting indigenous pastors in their ministries to reach the world for the Gospel. Larry also serves as a pastor at Henry Christian Church.

# THE STAFF

# MICHELLE GASH

Mission Team Leader & Mobilizer | mgash@gointernational.org

Michelle has been on staff with GO since 2019 and has been connected with the ministry for 25 years. She took her first mission trip at the age of 12 and a year later, was called to be a missionary. Michelle has a Masters in Social Work. She leads teams for GO and provides health and discipleship training for women internationally. Michelle desires to see the whole church playing their part in the Great Commission.



# **ANNA CARMAN**

Office & Finance Manager | info@gointernational.org

Anna works behind the scenes to keep the cogs turning and handles the day-to-day financing across the whole organization. She is excited to be a part of the Kingdom work being done by GO's staff and partners around the world.





# MISSION & VISION

The mission of GO InterNational is to help resource and mobilize followers of Jesus Christ for the Great Commission. The vision of GO InterNational is to see devoted, faithful followers of Jesus Christ sharing God's love through serving their neighbors and the nations and leading others to Christ until the gospel is preached in all the world.

# WHO WE ARE

Our first priority is to BE disciples of Jesus that intentionally seek Him through prayer and worship. We GO in obedience to the Great Commission. We want to make disciples among the unreached and unengaged. We equip workers, both in the USA and around the world, and challenge them to use their gifts and talents to MULTIPLY disciples.

# WHAT WE DO

Using the principles of Disciple-Making Movements (DMM), we train leaders in the USA and around the world to help multiply disciples within their communities. We partner with indigenous Christian leaders through mission trips to open doors to spread the Gospel. We assist our partners as they serve others through church planting, Christian education, and economic development.

# WHY WE DO WHAT WE DO

We do what we do in faithful obedience to the command of Jesus Christ to share the Gospel with all people. We believe that the best way to obey His command is to go and meet people at their point of need, wherever they are - across the street and around the world.

Every follower of Jesus has a major part to play in the Great Commission. We want to help you find your role!



GO has a very detailed trip launch process that allows us to know how and when details of the trip need to be executed. Below are the highlights of your trip process.

- Upload important trip documents to Managed Missions. (see next section for instructions on how to utilize Managed Missions)
- Fundraise and/or pay for your trip at the given deadlines.
- Participate in team meetings inperson or via zoom in preparation for your trip.
- At 60 days out from your departure, travel documents will be finalized and airfare will be purchased.
- At 30 days out, you will receive our "Team Member Kit" which includes the following:
  - Flight itinerary
  - o Team leader prayer card
  - Country information
  - Team T-shirt
  - Luggage tags
  - Note from team leader\*
- You will fly with your team to your trip destination. Upon arrival, there will be an orientation and any on-the-field preparations.
- Upon returning home, you will apply what God has done in your life by praying, giving, and going!

THE NOTE FROM YOUR TEAM LEADER WILL CONTAIN ANY LAST MINUTE INSTRUCTIONS FOR DAY OF TRAVEL AND ANY FURTHER INFORMATION ABOUT YOUR TRIP.

# **UTILIZING MANAGED** MISSIONS

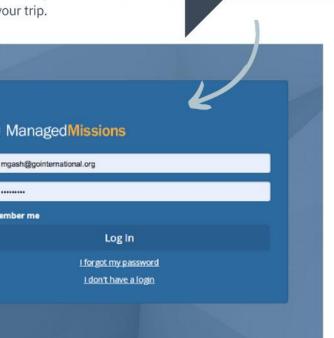
Managed Missions is an amazing tool that you will use to upload your passport, confirm all of your important information, monitor your trip funds, and communicate with your team leader. You will be using this site often during the course of your trip preparation, so please

bookmark it or add it to your favorites on your computer.

# MANAGED MISSIONS LOGIN

To begin, please go to app.managedmissions.com/Account/LogOn or scan the QR code to login. Your login will be the same as the one you created when you applied for your trip.

Remember me

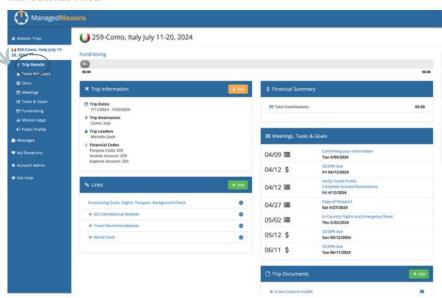


Once logged in, this will be your view:



You will see your trip listed on the screen. To view your trip, click on the trip name, and you will see a summary of your trip details.





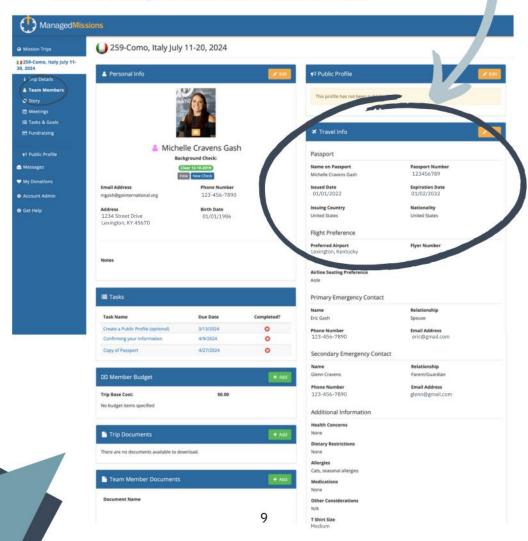
This section is your trip dashboard and includes your trip details, upcoming deadlines, and requirements as a team member. A list of other helpful resources can be found on the right side of the page. A digital copy of your team member handbook can be found under the **Documents** section along with other digital resources that can be saved

and printed if needed.

## **TEAM MEMBER PAGE**

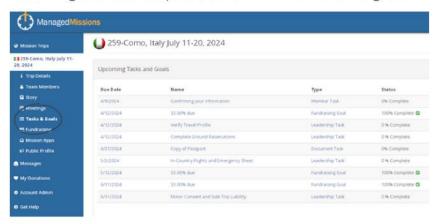
The Team Member Page is one of the most important pages in Managed Missions for GO InterNational. It is **CRITICAL** that your **passport** information under the **Travel Info** section is accurate and matches your passport **EXACTLY**. Double and triple check this section to make sure everything is accurate. If you do not have a passport yet, just make sure that your name matches exactly what your passport will be. When you receive your passport, fill out this section ASAP!

GO InterNational uses the information in this section to book your flights. If it is not correct, there may be additional fees incurred to change the name on your flight that you will be responsible to pay.



### TASKS AND GOALS PAGE

The tasks and goals refers to action items that each team member needs to complete, such as **uploading a copy of your passport**. Complete your tasks and goals as soon as possible and within the timeframes given.





# PRE-TRIP TASK CHECKLIST TO BE COMPLETED IN MANAGED MISSIONS

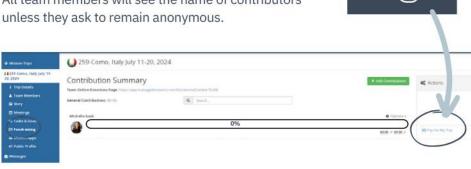
TASK	DEADLINE	ADDITIONAL INFORMATION	TASK COMPLETED
Confirm Information	3 months prior to departure	Confirm that the information you entered in Managed Missions during registration is correct and matches your passport information <b>EXACTLY</b> .	0
Upload Copy of Passport	2.5 months prior to departure	Upload a copy of your passport photo and signature page in the Tasks and Goals Section in Managed Missions	0

Make sure to check Managed Missions for exact dates. Complete these tasks as soon as possible.

## **FUNDRAISING TAB**

Select the fundraising tab to view what donations you have received for your trip. You can also pay for your trip from this page by selecting "Pay for my Trip" on the right.

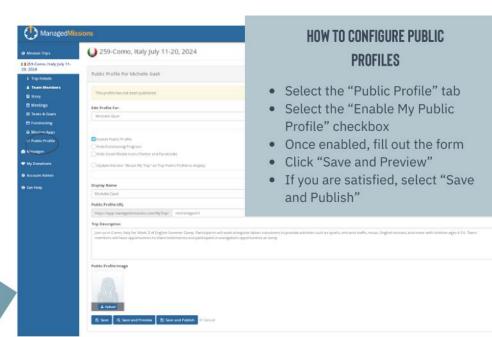
All team members will see the name of contributors



PAY NOW

### PUBLIC PROFILES FOR TEAM MEMBERS

Public Profiles are personalized pages that are set up in Managed Missions so that the team member can share a direct link to social media, emails, and texts in order to receive donations for their trip.



After completing the instructions, your final product will look like the image below:



Your team admin may have selected that all public profiles must be reviewed and approved. If this is the case, they will receive an email that you have submitted your profile. Once they approve your profile, it will become live and you can share the direct link to social media. emails, text messages, etc. to help you fundraise and receive donations.

# MANAGED MISSIONS FAQS

# HOW DO I CHANGE MY PASSWORD?

When you log on to your Managed Missions account at <a href="mailto:app.managedmissions.com/Account/LogOn">app.managedmissions.com/Account/LogOn</a>, you will see your email in the top right corner. Hover over your email, and you will see the option to change your password.

# WHY ISN'T A CONTRIBUTION SHOWING UP THAT I AM CERTAIN HAS ALREADY BEEN GIVEN TOWARD MY TRIP?

Online donations are received and updated in your account automatically. Checks received in the mail toward your trip take a few extra business days to be updated into your Managed Missions account. If a contribution is not viewable after seven business days, please contact <a href="mailto:info@gointernational.org">info@gointernational.org</a>.

# WHAT TO EXPECT DURING YOUR TRIP

Every day will be jampacked with ministry and activities. Days will start early with worship and devotions followed by breakfast. Once breakfast is over, your team will begin the ministry for the day. Depending on your location, you may ride a bus or walk to the ministry site. You will break for lunch mid-day and typically resume ministry in the afternoon.

The team will eat dinner in the evening, and depending on the location, participate in an evening church service or evangelism outreach. Your team will finish up the day with a time of reflection and prayer.

Teams will typically lodge at a local hotel or ministry center. The host/partners will provide meals for the group and transportation to and from the daily scheduled activities.

Throughout the day, team leaders will give spiritual insight and challenge you to grow deeper in your faith.

Team members should be in good health and prepared for long, active days. Team members also need to be flexible and willing to pivot as needed with the schedule.



# TEAM MEMBER EXPECTATIONS

## INTERCEDE

Be in prayer for the other team members, team leader, partners, and ministry time.

# INVEST

Invest by sharing your plans for this trip with others as you are support raising and building a team of people to be praying for you during this time. Share the ministry of GO InterNational with your friends, family, and local churches.

# INVITE

Invite others to be a part of your journey. Invite them to track with you and to be a part by giving and/or praying for your time. Once you are back, invite them to go as well!



# BE PUNCTUAL

All forms and information requested by GO should be submitted in a timely manner.

### BE RESPONSIBLE

We ask that you be responsible by making payments on time and completing your tasks in a timely manner.

## FOLLOW THE LEADER

It is important to follow the instructions of the team leader. You may not like or understand everything that your leader does on the trip, but it will either be for the best of the team or to better witness in that culture. The team leader is responsible for your safety as well as what is best for the whole team.

Things may not always work out the way that you want them to or the way that they are planned. Flexibility is essential on this team.

WHEN IN DOUBT — ASK YOUR TEAM LEADER! Keep the team leader informed at all times of any special needs or important information regarding the trip. The team leader has the right to add a rule or change a rule at any time.

Should any type of crisis or emergency occur while on the field, you must follow all team leader instructions. This is for your sake as well as for your team members and our national partners. If the team leader requests that team members refrain from contacting home via phone, internet or social media, you must comply. It will be important that accurate, consistent information be given. Our team leader will be the one to make those communications. They will be sure you have the opportunity to contact your family as soon as it is safe and responsible to do so, given the situation.



# **MISSION TEAM VALUES**

- Theologically Evangelical
- Missiologically Sound
- Spiritually Challenging
- Logistically & Administratively Excellent
- · Financially Efficient

- Culturally Sensitive
- Prayerfully Prepared
- Personally Engaging & Corporately Effective
- Intentionally Holistic
- Distinctively Different in Leadership

# MISSION TRIP POLICIES

## NON-REFUNDABLE DEPOSIT

There is a \$250 non-refundable and non-transferable registration deposit for everyone traveling on a GO InterNational team. You are not registered for the team until the deposit has been paid. The deposit is applied toward the team member's total cost of the trip.

# CANCELLATION POLICY

If you commit to participate on a GO InterNational mission trip but are unable to fulfill your obligation due to illness or other significant life event or in the case of an event that is outside the control of GO InterNational or its local partner, such as, but not limited to government or military actions or severe weather events, you will forfeit the following:

- 1. \$250 non-refundable deposit
- 2. Airfare cancellation fees
- Other expenses incurred by GO on your behalf such as trip insurance, background checks, prepaid ground transport, lodging, meals and other expenses.



Remaining funds may be applied to another mission trip if registered within 12 months of the initial donation date of your original trip. If you are unable to travel within 12 months, those funds will be released to support world missions where needed most by GO InterNational.

Airline cancellation policies and fees vary widely and will be communicated on a case by case basis. Exceptions are at the discretion of GO.

# FINANCIAL AUTHORITY

Disbursement of donated funds is at the discretion of the GO InterNational Board of Directors. For a gift to qualify as tax deductible, the donor must release control of how the money will be used. We seek to honor the donor's preferences for the use of all donations.

# **FULL PAYMENT FOR TEAMS**

Team members will not be permitted to travel with a team if they have not paid for their trip in full at the time of departure.

# FUNDS RAISED IN EXCESS OF TEAM COST

Funds raised in excess of the individual needs for a participant will be used for the full team's ministry. Excess funds raised are non-refundable and do not carry over to another trip if the team member completes the trip. Exceptions are at the discretion of GO.

# RESPONSIBILITY FOR TEAM TRAVEL

GO InterNational assumes responsibility for team members from the time of departure from the gate city in the U.S. to the return to that gate city at the end of the trip. Team budgets include transportation, food, lodging and other ministry expenses while on the field, but not for the travel days to and from the field.

# MINIMUM AGE OF TEAM MEMBERS

Anyone under the age of 18 years must be accompanied by a parent or guardian and complete our permission for minors to travel form and submit to the office.



# TEAM MEMBER CODE OF CONDUCT

All team members must conduct themselves as followers of Jesus throughout the trip. It is essential for us to take extra precautions regarding our witness. We do not want anything to hinder the advancement of the Gospel in the region where we are going. The following statements apply to team members and leaders during the trip:

- There will be NO coed rooming on GO InterNational teams except for married couples.
- All team members agree to conduct themselves in accordance with GO InterNational's Statement on Gender, Marriage and Sexuality.
- There will be no alcohol or tobacco (including vaping), profane language or viewing of pornography on any GO InterNational trip.

# TRAVEL ARRANGEMENTS

It is our policy that every team member travels with the group, and we make both the domestic and international travel arrangements for you. Unless you receive specific permission from us, do NOT book your own flights.

Please be sure to enter your full name and date of birth as it appears on your passport in Managed Missions. You must provide us with a copy of the picture page of your passport. Your ticket must match your passport. We need this information to be sure we book your ticket correctly.

If you have a specific need to deviate from group travel arrangements, please let us know as early in the process as possible. We are willing to work with you to allow you to use frequent flyer miles or other discounts but need to know about this as soon as possible before your trip. We often purchase tickets two to three months ahead of the trip. The team leader, our international partner and the **Director of Team Ministries** must approve any deviations.

We must have funds in hand at the time we purchase your tickets. You can track your account status through the Managed Missions website.

"YOU CAN GIVE WITHOUT LOVING, BUT YOU CANNOT LOVE WITHOUT GIVING." -AMY CARMICHAEL You will most often meet your team at the gateway city before leaving the U.S. together. That way, we enter through immigration and customs as one group. Many of these airports are not good places to wander around alone and you certainly don't want to leave the airport by yourself. Your safety and security are important to us, which is why we manage the travel arrangements.

# **TRIP COSTS**

Trip costs are divided into 3 main categories:

- Registration fee: This \$250 fee must be submitted with your application. It is nonrefundable but applies toward your project fee so it is not an additional cost.
- Project fee: This includes your individual costs within the destination country like room and board. transportation, interpreter costs, entry and exit taxes, trip insurance, and more. It also includes your share of the project costs like construction materials. Bibles, medications. eveglasses, etc., depending on the nature of the project. We also cover any costs our partner might have for hosting the team so we are not a burden on them.



The project fee also includes some of our administrative costs. We do not recover all of our costs for these trips and often raise outside funds to try to keep costs down for our team members.

You may wonder why project fees vary from trip to trip. That is because each trip is different. The length of trip, the nature of incountry transportation needed and the fact that costs vary from country-to-country all impact the differences in project costs.



We make every effort to keep these costs down while not putting the team at risk from dangerous living conditions or not providing sufficient supplies to enable meaningful ministry.

Airline fees: This includes both your domestic and international airfare from your home to the main airport in the destination country. Once we book your flights, your total trip cost will be adjusted accordingly in your Managed Missions account. Once purchased, your ticket is non-refundable. If you do not go on your trip, you will have one year to apply the value of the ticket to another flight, minus change fees.

THE ENTIRE TRIP COST IS DUE 30 DAYS BEFORE YOUR TRIP

## PAYMENT SCHEDULE

The total cost per person is the **trip cost + airfare.** A non-refundable deposit of **\$250** is required from each traveler at the time of registration. Once registered, you will be given a total trip cost which is an estimate at this time. After airfare is purchased, the total cost will be adjusted in your Managed Missions account. We have a rough estimate of what airfare will be but there is a chance it could be higher than original estimates because the price of airline tickets changes constantly.

Managed Missions provides deadlines to help you know specific dates and amounts to pay for your trip. We suggest paying a portion of the total cost of your trip in 3 separate payments. Here is an example:

	AMOUNT DUE	DUE DATE	
Payment 1	~\$33% of estimated total*	3 months prior to departure date	
Payment 2	~\$33% of estimated total*	2 months prior to departure date	
Payment 3 Remaining amount ~33% of estimated total*		1 month prior to departure date	

<sup>\*</sup>This amount will be dependent upon location & estimated cost of flights. Total trip cost will be adjusted in Managed Missions once flights have been purchased.

Every trip is different. Please see Managed Missions and speak to your team leader about trip specific costs.



REMINDER:
TRIPS MUST BE
PAID IN FULL 30
DAYS PRIOR TO
DEPARTURE
DATE

# SUGGESTIONS FOR FUNDRAISING



One of the greatest faith-building exercises you can step into is fundraising for a mission trip.

There are hundreds of stories of God's faithfulness to provide all of the funds needed for team members to be able to go.

We want to encourage you to step outside of your comfort zone and invite people to be a part of your mission trip through fundraising.

Not everyone is able to go on a mission trip but many still want to be involved and help. One way they can be involved is through giving. By inviting people to partner with you financially, you are giving them the opportunity to participate in what God is doing around the world. Don't deprive others of the blessing to give!

CHECK OUT MANAGED
MISSIONS FOR MORE
FUNDRAISING TIPS AND
SAMPLE FUNDRAISING
LETTERS

# **WAYS TO FUNDRAISE:**

- Share the link for your Public Profile from Managed Missions in texts, emails, and directly to Facebook, Instagram, and other social media platforms.
- Write letters and send them out through email and the post office.
- Talk face-to-face or on the phone to your family and friends, inviting them to give to your trip.
- Work odd jobs such as mowing lawns, babysitting, raking yards, or any other creative ways to earn additional money.
- Host a yard sale or bake sale and invite friends and family to donate items that you can sell.
- Sacrifice things you spend money on regularly and put that toward the mission trip.
   For example: bring your lunch instead of eating out, reduce weekly Starbucks runs, cut off monthly subscriptions to streaming services, etc.

# TRIP INSURANCE

Included in the cost of your trip is medical insurance provided by **Faith Ventures**. On the day of your departure, your team leader will provide you with your travel insurance card.

The Faith Ventures premium plan is a multi-trip policy that covers a single trip or multiple trips within one year. Each trip can be up to 180 days in length. Exclusions apply for preexisting conditions during the 60 day period immediately prior to the effective date of your policy.



# PREMIUM PLAN COVERAGE

0

Emergency Evacuation	\$500,00
Illness Medical Expense	.\$50,000
Accident Medical Expense	\$50,000
Security Evacuation	\$100,00
Repatriation of Remains	\$25,000
Accidental Death	.\$75,000
Missed Connection	\$500
Trip Delay	\$2,000
Baggage Loss	\$2,000
Baggage Delay	\$200

# **CLAIMS INFORMATION**

To open a claim, call (855) 231-5237 or email claims@faithventures.com.

For immediate assistance with travel and medical emergencies 24/7 call:

- Continental USA: (844) 359-0417
- International Collect: 001-443-275-6001

# TRAVEL PROTECTION

- 24-hour medical assistance helpline
- · Destination information and advice
- Emergency cash transfer assistance
- Emergency evacuation
- Monitoring of treatment
- Lost or stolen passport assistance
- Emergency travel arrangements
- Emergency message relay
- · Legal referrals
- · Language services

COVERAGE IS SUBJECT TO CHANGE. FOR MORE INFORMATION, GO TO FAITHVENTURES.COM

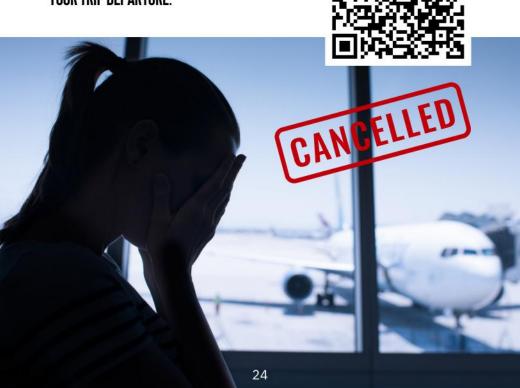
# TRIP CANCELLATION & INTERRUPTION INSURANCE

Trip cancellation and interruption insurance coverage reimburses nonrefundable payments you lose if your trip is cancelled or cut short for a sudden, unforeseen reason. **GO InterNational does NOT INCLUDE** trip cancellation and interruption insurance for your trip. However, it is recommended you consider purchasing it prior to your trip.

Check out <u>allianztravelinsurance.com</u> or scan the QR code to learn more about one of many options for Trip Cancellation & Interruption

Insurance.

PLEASE MAKE SURE YOU HAVE READ OVER THIS INFORMATION AND UNDERSTAND IT PRIOR TO YOUR TRIP DEPARTURE.



# BASIC AIRPORT, FLIGHT & CUSTOMS INFO

When you arrive at the airport, please be prepared to present your passport to an airline representative in order to receive your boarding pass. Make sure that you check your bag to your **FINAL DESTINATION**.

When you check in at the airport, you will be given a baggage claim ticket." **DO NOT** throw that away. After you pick up your luggage at your final destination, you may need to show your claim ticket to one of the agents at the airport who will match your ticket to the luggage you are taking out of the airport.

You should arrive at the airport 2-3 hours **BEFORE** your flight departs. Check with your team leader to confirm meeting location and specific times for your team.

At the airport, continue to check the flight schedule boards in the airport because flights and gates often change. IF DELAYED, CALL your team leader. Make sure that you keep their cell phone number with you or call the GO office. They will know how to get a hold of your team leader.

# **TRAVEL TIPS**

We recommend that you pick up a bottle of water BEFORE you get on the plane out of the USA.

You will be responsible for meals on travel days in the airports - make sure to bring money and plan accordingly for this.

You will need to have a black or blue ballpoint pen with you to fill out the customs and immigration forms.

When you are filling out your custom forms,

ALWAYS indicate that you are a tourist or traveling for pleasure.

You are **NOT** a missionary. When you are returning to the U.S., it is ok to tell the agents that you were doing missionary work.

Make sure you keep any custom forms that they don't take from you. You may need them for reentry.

Check out the TSA website at www.tsa.gov for travel tips.



# LUGGAGE RECOMENDATIONS & REGULATIONS

### CHECKED BAGS

When you travel internationally, you are typically allowed **ONE** free checked bag weighing no more than 50lbs (23kg).

## CARRY-ON BAGS

Typically, you are allowed to bring **ONE** carry on per person that will fit in an overhead compartment plus a smaller piece that will fit under your seat. All carry-on baggage items such as liquids, gels and aerosols must be in 3.4 ounce (100ml) or smaller containers. Larger containers of liquids, gels and aerosols must be packed in your checked luggage. Be aware, some in-country flights may charge extra for carry-ons. Check with your airline before traveling.

# **LUGGAGE FEES**

All luggage fees are subject to airline rules and regulations for each individual traveling. In the event that your itinerary includes a luggage fee, you will be responsible to pay that fee for international and domestic flights.

# LUGGAGE RECOMMENDATIONS

We recommend that you weigh your suitcase before you travel, as you will be responsible for any overweight luggage fees. We also recommend that you keep a change of clothes and a few travel supplies and snacks in your carry-on in case your luggage is lost en-route. Take luggage that you don't mind damaging, such as old duffle bags. Make sure to utilize your GO luggage tags.

AIRLINE LUGGAGE POLICIES ARE CONSTANTLY CHANGING.
CHECK WITH THE AIRLINES AND YOUR TEAM LEADER
BEFORE TRAVELING

# CLOTHING GUIDELINES



Our standard of dress is based on sensitivity to the culture where we will be ministering. Our goal is to avoid anything that might offend. The following guidelines have been developed through our years of mission experience and some direct input from our national partners. Please review the clothing guidelines, and if you have any questions, contact your team leader.

# Please DO NOT bring the following:

- T-shirts advertising beer, cigarettes, drugs, or flags
- · Military or camouflage clothing
- · Tight fitting clothes
- Halter tops, crop tops, tank tops, clothes with bare midriff
- · Blouses with low cut necklines
- Excessive jewelry (remember, you are in a poor country and your jewelry will make you stand out—which also may cause safety concerns.)
- Short shorts (in some places shorts will not be appropriate at all). Your team leader will notify you when shorts are appropriate.

## DRESSING FOR CHURCH

Our team will do our best to meet the cultural expectations for where we are. In general, men's shirts should have collars. A jacket and tie is not necessary for men unless they are preaching. Women may wear a dress, skirt and top, or dress slacks and top. We encourage you to look your best for Sunday services. Talk to your team leader for country-specific clothing suggestions.

# WASHING CLOTHES

Clothing laundered in a foreign country does not always come back in the same condition. If you desire to wash clothing, plan to hand wash your own clothes. Bring your own laundry detergent and hanger/rope.



# **CRITICAL ITEMS**

JI	ITIUAL ITEMO			
	Passport - consider a holder that person	at al	llows you to keep	it on your
	High quality copy of your passpo			ewhere in your
	carry-on bag that is separate fro	m	your passport	
	Airline Itinerary			THIS IS A
	Spending Money (new bills & sm	nall	increments)	GENERAL LIST.
	Personal Medications			SOME ITEMS MAY
				NOT APPLY AND
1	OTHES & ACCESSORIES			OTHERS MIGHT
		_	Series with the contract with	BE NEEDED.
	Dress Clothes	C-8	Sunscreen	
	Work Clothes		Bug Repellant	
_	Casual Clothes		Flashlight (with I	NEW batteries)
	Casual Shoes		Hand Sanitizer	
	Work Shoes		Anti-bacterial W	ipes
	Flip Flops		Work Gloves	
	Bathing Suit (modest)		Back Pack	
	Personal Supplies/Toiletries		Reusable Water	Bottle
	Feminine Products		Toilet Paper x2	
	Cosmetics		Snacks	
	Towel/Washcloth		Garbage Bags x2	<u>)</u>
	Hairbrush/Comb		Small Packet of I	Laundry Soap
	Hat		Hangers/Rope (h	nanging clothes)
	Jacket/Raincoat		Anti-diarrheal M	edicine
	Sunglasses		Antibiotics (see )	our doctor)
911	GGESTED ITEMS			
UC	DOESIEDILEMS		Bible	
	Adapter/Converter		Notebook/Journ	al & Pen
	Cell Phone & Charger		Team Member H	andbook
	Ear Plugs (for light sleepers)		Set of clothes in	carry-on
	First Aid Supplies		Pillow case/Shee	

### A NOTE ABOUT ADAPTERS & CONVERTERS

In some countries, electricity comes out of the wall socket at 220 or 230 volts. In the USA, electricity comes out of the wall socket at 110 volts. Not only are the voltages and frequencies in the USA and other countries different, but the wall sockets themselves are different shapes. Be sure to discuss this with your team leader!

## PLUG ADAPTERS

Plug adapters are used to fit American flat-pronged plugs into another country's socket; however, they do not convert electricity (typically from 220 volts to 110 volts). If your appliance is made to run only on 110-120 volts, when you plug it into an electrical socket, you will probably see smoke and you will ruin your appliance.

Many devices today are designed to run on dual voltages, including most laptops, cellphones and battery chargers. You can check the back of the device or the "power brick" for the electrical input specifications.

# TRANSFORMERS OR POWER CONVERTERS

Not all devices are designed to run on dual voltage. You will need a step-down power converter or transformer to safely bring the voltage down from 220 to 110 for these items. Two common appliances in this category are hair dryers and curling irons.





SCAN THE QR CODE
TO LEARN MORE
ABOUT WHAT TYPE
OF ADAPTOR AND/OR
CONVERTER YOU
NEED FOR YOUR TRIP!



- Make a list, and check it twice.
- Don't pack too much.
- Weigh your bag to avoid fees.
- Talk to people who have traveled before on mission trips to find out what they took that was helpful for their trip.
- Check the weather forecast so that you can pack appropriately.
- Keep all your valuables on your person at ALL TIMES.
- Always pack two days worth of clothes in your carry-on in case your luggage is lost or delayed.
- If you are on medication, take more than what you think you will need. Carry all medication in your carry-on bag in the original bottles.
- Don't pack anything that you would feel bad if it were lost, stolen, or damaged.
- Take items that you can leave with people at the end of your trip.

- Take laundry soap and rope or a hanger to do laundry on the trip.
- Coordinate with other team members so that you can share on the trip instead of taking duplicate items.
- Buy a bottle of water in the airport, after security, before you leave the United States to use for brushing your teeth the first night you are on your mission site.
- Pack a few high protein snacks in your carry-on and store in zip lock bags.
- Plan how you will take home souvenirs that you purchase on the trip, such as using a foldable duffle bag.
- Take durable shoes that will handle water and rain. Shoes worn on the work site will probably get ruined. Break in new shoes before the trip, especially new work boots. Blisters are not a pleasant experience, and they don't make for the best of moods.



# STAYING HEALTHY ON YOUR MISSION TRIP

It is our policy to recommend that people consult with their local doctor about medicine or shots that may be necessary when traveling internationally. Here are just a few suggestions when it comes to your health on this trip:

- Consult with your doctor about...
  - Any inoculations necessary for the trip
  - Any special prescriptions that would be helpful, including anti-diarrhea prescriptions
  - Any specific questions about health conditions that you may have

- If you are on medications, check with your doctor to see if your dosage should be changed due to weather conditions, travel schedules, etc.
- Be sure that you take enough of a supply for the entire trip.
- If you are on a great deal of medications, it may be helpful to have your doctor write you a note verifying your medical needs. Keep that with you in with your documents. Do not offer the information unless you are asked specifically for that information.
- The Center for Disease Control (CDC) in Atlanta is another excellent source for information about health risks for every country in the world. You may access this information through your own doctor, a public health clinic, or via the cdc.gov.
- You know yourself and your health better than anybody.
   Take care of yourself on the trip. When it's time to rest rest. Eat well, drink lots of liquids, and get a good nights sleep.



Overseas travel involves circumstances and risks that can impact your health. Medical advice specific to your condition can only be given by your doctor. Please consider a pre-travel consultation with your physician at least 6 weeks before your trip. This is especially important if you have any pre-existing medical conditions which may be affected by your travel or if you will need pre-trip immunizations so that you can get these in time for them to be effective.

#### **IMMUNIZATIONS**

Exact recommendations depend on the destination country (which can be found at <a href="cdc.gov/travel">cdc.gov/travel</a>) and your doctor. Common immunizations to consider:

- Routine immunizations
- Hepatitis A
- Hepatitis B
- Typhoid
- Yellow Fever
- Other immunizations



Some countries will require that you have received one or more of the immunizations listed above. It is imperative that you speak with your doctor regarding which immunizations you need for your trip.

#### FOOD AND WATER-BORN ILLNESS

Of those who travel overseas for a two-week trip, 20% to 60% of travelers will have an episode of traveler's diarrhea. You should only drink bottled water unless it is from a known source. Tap water, as well as ice, should be avoided.

Boiling water is the safest way to kill organisms that cause traveler's diarrhea. Iodine tablets can also be used. Avoid food from street vendors, as well as undercooked meat, fresh vegetables, salads, and fruit that you don't peel yourself. A good rule to remember is boil it, peel it, cook it, or forget it. If you do get sick, taking Imodium and starting antibiotic treatment at the first sign of illness can shorten the duration of illness. Do not take Imodium if you have severe pain, high fever, or bloody diarrhea. Drink plenty of fluids to make up for losses from diarrhea and vomiting.

#### MALARIA

Some mission trips involve travel to areas where malaria is a risk. Please see the CDC website listed above to get information specific to the country where you will travel. Malaria is transmitted by mosquitoes, which come out from dusk to dawn. Avoid exposure by limiting outdoor activities from dawn to dusk.

When outside in the evening hours wear long pants and long sleeved shirts. Use insect repellant with DEET (30% is sufficient). Depending on the accommodations, mosquito nets may be recommended for sleeping.

It is also important to take preventive medication for malaria before, during, and after the trip. You will need to get a prescription for malaria medicine from your doctor.

Duration and dosing depends on the specific medicine prescribed. The CDC website is a good source of information. None of these measures is 100% effective, so if you become ill with a fever during or after your trip, seek medical care immediately and be sure to let those caring for you know about your travel.





Also let them know they should strongly consider malaria as a possible cause of your illness. Early treatment is crucial if you do get malaria.

### CHRONIC ILLNESS AND MEDICATIONS

Be sure to discuss your trip with your doctor in advance. Only your doctor will know your medical condition and the risks associated with travel in your circumstance. He or she may need to give you advice about medicine dosing or changes. Be sure to take double the supply of your prescription medicine needed for the length of your trip. Your medicine may be hard to find in another country in case of unforeseen travel delays. Carry it with you in your carry-on luggage so you have it if your checked luggage is lost.



### **SUN EXPOSURE**

Be sure to bring sunscreen with at least SPF 15. Avoid exposure by wearing hats and long sleeves. Use sunscreen on exposed skin. Mission trips are often in locations where the sun is hotter than at home and sunburn is a big risk that can ruin your trip.

### PERSONAL MEDICAL KIT

You should take a small first aid kit with you. Also consider a small supply of over the counter medicines you may need such as a pain reliever, Imodium, an antihistamine, antacid, and cold/cough meds. Ask your doctor for a prescription antibiotic in case you get sick during your trip.

### THINGS TO DISCUSS WITH MY DOCTOR

- Current health and wellness considerations for travel
- Immunizations needed for destination
- Malaria prevention medication
- Other medications needed in case of illness
- Any other considerations for this trip

### **HOW TO PREPARE YOUR TESTIMONY**

#### WHAT IS A PERSONAL TESTIMONY?

A testimony is telling someone else what God has done for you. Each of us has a unique set of life experiences that qualifies us to share with a unique group of people that no one else could relate to in the same way.

### WHY IS A GOOD. CLEAR EVANGELISTIC TESTIMONY IMPORTANT?

A well prepared testimony, given in the power of the Holy Spirit, can have a direct impact in nearly every witnessing situation and is one of the most critical tools you will use in your ministry. It is equally effective in both large and small groups. People cannot argue with your changed life.

A well-organized three-minute testimony will eliminate extra material that will distract from the point of personal commitment to Christ. Our desire is to present Christ in such a clear, attractive and yet simple matter, that all who hear will want to know Him personally. As you write your testimony, keep in mind that the emphasis should be on personal commitment to Christ and what this can mean in a person's life.

### THREE POINTS TO INCLUDE IN YOUR TESTIMONY

- What was your life like before Christ?
- How did you come to trust Christ?
- What happened after you trusted Christ?

### ABC'S FOR SHARING YOUR TESTIMONY

- All about God
- Be brief
- Current
- <u>D</u>on't preach

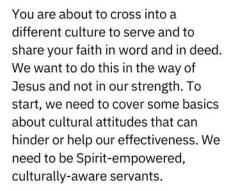


### PERSONAL TESTIMONY WORKSHEET

What was my life like before I trusted Christ?	
How did I come to trust Christ? How did I come to give Him complete control of my life?	
What happened after I trusted Christ? How did my life change?	

# CROSS-CULTURAL PREPARATION

**UNDERSTANDING CULTURAL DIFFERENCES** 



**CULTURE: WHAT IS IT?** 

Culture is the sum total of knowledge, attitudes, values and behaviors shared and transmitted by members of a particular group. Crossing cultures means that we leave the behaviors and attitudes that are familiar to us and go into a culture with new behaviors and attitudes that are unfamiliar (language, clothing, music, food, customs etc.).

Culture has been compared to a set of **lenses or glasses** through which we view the world. Culture gives our world meaning; it helps us understand and makes sense of the world around us. We learn our culture through our language, from our parents, from our teachers at school, and simply from living in the place where we live. Practically, this means that you have one set of lenses for viewing the world, and the culture you enter has another. You can imagine this as if you had a set of blue lenses which gives everything a blue hue and your friend has a set of green ones. You will see the same event, but with different shades of meaning.

Culture has also been compared to an **iceberg**. What is visible is only about 10% above the surface. What lies underneath the water line is what makes up the majority of the iceberg. What we can observe and experience in culture is only a small part of the whole. If we can learn some of the differences that lie beneath the surface, then we can navigate safely and avoid making serious mistakes that can damage our witness.

## UNDERSTANDING DIFFERENT CULTURAL VALUES

In this section, we will discuss three cultural differences. These differences impact our understanding and therefore our ability to be effective. If you understand these differences, you will avoid some pitfalls as you build relationships and serve cross-culturally.

### I VERSUS WE

This cultural difference is about individualist (I) versus collectivist (we) cultures. In Individualist cultures, there is an inclination toward self-reliance, independence, and personal freedom. Relationships are likewise held with a high need for independence. North American culture for example prizes the pursuit of one's own interests and rights.

On the opposite end of the spectrum lies the collective mindset. Many of the cultures you will be encountering outside North America see loyalty to the group or to friends/family as the highest priority, even above personal gain. People from collectivist cultures tend to take higher responsibility for the people around them and tend to sacrifice their personal interests in favor of the group to maintain harmony and loyalty.



### KEY QUESTIONS FOR THOUGHT & DISCUSSION

How do you think your North
American culture influences you
toward individualism? How do you
think it can affect your church or your
mission team? What challenges can
you anticipate as you leave your
North American culture (but take it
with you) and learn to be a servant in
another culture?

### HIERARCHY, POWER, AND RIGHTS

The next cultural value to explore is hierarchy. This concept relates to who has the power and how it is structured and used. For example, in cultures where there is a strict authority hierarchy (in family, in business, in churches) the value is respect for elders and leaders who make decisions. What the leader or elder says is highly valued and the group typically supports and accepts the views of the superior. In other words, questioning the leader is not valued. However, in cultures where mutual respect is prized and hierarchy is less of a value, power is for the purpose of consensus and mutual respect. After all, everyone has equal rights and an equal voice and no one should have any power over anyone else. The typical North American values consensus over authoritative hierarchy. But is one better than the other? Is one right and the other wrong?

### KEY QUESTIONS FOR THOUGHT & DISCUSSION

Anyone from North America or Western countries who enter into another culture has power. Examples of this are finances, opportunity, education, resources, technology, an American passport that makes traveling easy, etc. For Christians, it is not wrong to have power or influence. But Jesus calls us to be radically different than the world. All power in whatever form should be used to serve. As we enter into another culture and on a team. how can we serve in a way that we do not stay in charge or control of the environment? Servanthood is a state of being, not doing, and by "choosing to be a servant, we relinquish power, control, and unilateral decision making in favor of listening, learning, and understanding." (D. Elmer) What does this statement mean to you? What thoughts come to your mind?

### SCHEDULES: LINEAR TIME VS. FLEXIBLE TIME

The last cultural difference we will cover relates to time and schedules. Most North Americans value being "on time" and "on schedule". Think about all the ways being on time is important to your day and to society in general. For example, when your church service starts at 11am, you expect it to start at that time and may get a little nervous or irritated if it starts 10 minutes late. But this is a cultural value and starting on time helps make other things in your schedule line up properly. We value efficiency and productivity. We want to maximize our schedules to make the most of it.

Many other cultures tend not to start on time and are more flexible in their scheduling. Efficiency and productivity are not the highest values. Schedules are meant to be **elastic**. And this is NOT a problem for the people living in that culture. What matters is that we all eventually get together and have the church service, make it to our destination, or meet that friend or family member.

Time is something that we all live with. You may have heard it said, "time is money". In much of the world, it could be said, "time serves relationships rather than relationships serves time".



### KEY QUESTIONS FOR THOUGHT & DISCUSSION

How might a cultural value of being on time create stress when crossing into a culture where time and schedules are more elastic? How might you or your team react when someone is late or the event doesn't start when it's supposed to? How can we adapt and grow in our ability to see the world with different eyes and be a faithful servant of the gospel?

### FREQUENTLY ASKED QUESTIONS

### WHAT KIND OF TRAVEL DOCUMENTATION WILL I NEED FOR MY TRIP?

You will need a current passport. If you already have a passport, check the expiration date. It cannot expire for at least <u>6 months</u> after the date you return to the US from the trip. If you do not have a passport, apply for it IMMEDIATELY.



#### DO I NEED MY DRIVER'S LICENSE?

Yes, bring your driver's license with you in addition to your passport.

#### HOW MUCH MONEY DO I NEED?

All of your meals, lodging, and basic ministry expenses will be covered each day through the money you paid in advance to GO InterNational. While it varies from person to person how much money they want to spend, it is suggested to take at least \$200. You will only need additional spending money for:

- Food during travel day to your destination and for your return home from the mission field.
- Snacks or drinks outside of the 3 meals a day on the field.
- Souvenirs.
- Offerings that you want to give in the local church where we will be ministering.
- · Miscellaneous expenses such as laundry, etc.

\*Note: Do not bring old, worn out, or marked dollars because they will often not exchange them. Do not bring too many large bills, such as \$100 bills, because it is sometimes difficult to get change for them. Do not keep all of your money in one spot or in one pocket. Hide your money in a couple of different places. Do not pull out all of your money when you purchase something.

#### DO I NEED MY CREDIT CARD?

Yes! It's always a good idea to take your credit card with you in case of emergencies. Make sure to notify your bank and credit card company that you will be traveling out of the country. Do not take all of your credit cards with you.

#### SHOULD I TAKE MY CELL PHONE?

Yes! It's always a good idea to take your cell phone in case of emergencies or if you'd like to stay in touch with friends and family back home. Make sure to check with your phone carrier to see what charges apply for phone use internationally. If you don't want to pay extra for international charges, leave your phone on airplane mode throughout the trip and use the WIFI at hotels when available.

The team leader will make every effort to contact the GO InterNational office once you arrive at your destination to give them an update on the team. Feel free to have anyone call the GO InterNational office at anytime during our normal business hours with any questions or updates regarding the team. The office number is 859-858-3171. We do not recommend that you set up certain times to call or communicate with your family on this trip. Communication may not be available and that can cause your loved ones to worry.

#### CAN I DRINK THE WATER?

Typically, it is NOT safe to drink tap water in most locations, though there are a few exceptions. Your team leader will make it very clear to you on the trip when it is safe to drink the water and when it is not. We will make sure that there is plenty of bottled water provided during your mission trip. It is important for you to bring a plastic water bottle for you to fill up and use each day.



### DO YOU HAVE ANY TIPS FOR TAKING PICTURES ON A MISSION TRIP?

A few suggestions that will help you record your experiences:

- Be sensitive to avoid offending anyone while taking pictures
- It is good to ASK BEFORE snapping the picture
- · Get close enough to recognize people in your pictures
- Look for shots that will have nationals and your team members together
- Don't forget your charger
- Don't take pictures of military operations
- IF IN DOUBT, ASK YOUR TEAM LEADER

#### HOW CAN I BEST PREPARE FOR OUR MINISTRY TIME?

- Prayer is one of the most effective ways to prepare for this trip.
- We encourage you to recruit a prayer team for your trip.
- Take some time to study and learn as much as you can about the culture where we are going. The Internet is a great resource.
- Prepare yourself to work and serve.
- Write out your testimony so that you are prepared to share it when you have the opportunity to witness while on this trip. Pull together a few passages of Scripture that have had an impact in your life that might be a blessing to the people you are serving.

### WHAT KIND OF MINISTRY WILL OUR TEAM BE DOING?

Every team is different. Your team leader will provide specific information about the ministry your team will be doing.

Examples of GO team ministries include:

- Basic construction projects such as painting, room organization, and cleaning projects.
- Vacation Bible School and Children's Ministry Projects
- Medical and Dental Care
- Eyeglasses
- Prayer
- Evangelism Outreach
- · Men's & Women's





## WHAT DO I NEED TO KNOW ABOUT WORKING IN A DIFFERENT CULTURE?

The best approach is to be a student and remember when it comes to culture most things are neither right nor wrong, just different.

In the country where you are going, things may not be done in the way you are used to. We are not here to educate the nationals and show them a better way. We are here to serve them and in the process serve God.

If this is your first short-term mission trip out of the United States, you may experience a brief period of culture shock.

Don't be alarmed. It's normal. Be patient. Remember when you enter another culture, they are not weird, you are! They do not talk funny, you do! Always be kind and respectful.

People can also read body language and facial expressions very easily. Be careful about making comparisons and criticisms. They take what we say and how we act very personally. Always be grateful and be gracious.

If you take food or drink offered, plan to eat or drink it, otherwise politely refuse the food or drink. Always greet the people with a smile and be friendly. Don't cut your cultural experience short by refusing to try something just because it is different. Expand your worldview by experiencing the culture to the fullest.



### WHAT DOES IT MEAN TO BE PART OF A "MISSION TEAM"?

Here are some guidelines:

- We are a family, and that will require some "give and take" in our relationships with each other.
- We are a team. We will do things as a team and not as individuals.
- We are guests. That will require that we act like guests when we are with our hosts.
- We are ambassadors...for Christ and for our country.



### WHAT DOES IT MEAN WHEN GO INTERNATIONAL TALKS ABOUT SHORT-TERM MISSIONS THROUGH LONG-TERM PARTNERSHIPS?

At the beginning of the 19th century, 90% of all Christians lived in the West and North (i.e., North America and Western Europe). At the beginning of the 20th century, 75% of all Christians live in the East and South (Latin America, Africa, and parts of Asia). If we are going to reach our world for Christ in the 21st century, then the Christians from the West must work together (i.e., partner) with the Christians of the non-Western world. Each has something valuable to contribute to fulfilling the Great Commission.

GO InterNational is one of those organizations which seeks to connect the resources (experience, wealth, personnel) of the West with the specific ministry needs of ministries in the non-West (Latin America, Asia, Africa, Middle-East) so that those ministries multiply their efforts and reach nations for Christ. At the same time, the enthusiasm and deep commitment of these Christians in the Developing World infuse life into our churches in the U.S. This is the beauty of partnership. While our teams may be on-site only for a short time, our relationship with these ministries is long-term.

### WHAT ARE SOME NEXT STEP GOALS FOR PEOPLE WHO GO ON A SHORT-TERM MISSION EXPERIENCE?

It is our hope that as a result from this trip you will want to:

- Start making plans to go on another trip
- · Tell others about your mission experience
- Pray for the country and people where you ministered
- Consider giving financially to support GO InterNational
- Invite one of our staff members to speak at your church
- Stay in touch with the people you met on the trip
- Send thank you notes and updates to the people who helped you go on the mission field
- Tell others about the specific people you met and how they impacted you



## FINAL THOUGHTS: DEPENDENCE ON THE HOLY SPIRIT



You are about to embark on an adventure that will change your life, but it is more than just an adventure. It is a crucible. It is humility training. It is mission done in the way of Jesus. This is exactly the call we all have when we decide to follow a radical Savior on His mission across the street and around the world. We start by leaving what is most familiar and give ourselves to the training ground of His mission. The One who can help us walk this path and bring about fruit for the Kingdom is the Holy Spirit but we must be listening. When Jesus sent his disciples on their first mission trip, his first set of instructions were "take nothing for your journey." (Luke 9:3). Mission trips require daily dependence on Jesus and listening to and obeying the voice of the Holy Spirit in all we do.

### FINAL MISSION TRIP REMINDERS!

- Review this book.
- Check your email for any last minute information.
- Double check what you are taking with the packing list.
- Check the 10-day weather forecast of where we are going.
- Google travel tips for the country where you are going. You may pick up some important ideas for traveling.
- Don't take anything on this trip that you would be devastated if it were lost or stolen.
- Go online and double check your flight schedule and make sure that there are not any last minute changes.
- Don't forget to use the GO luggage tags. They help us identify GO bags as they are coming off the baggage belt.
- Do NOT leave your bags unattended as you travel. Also, be your brother's keeper throughout the trip.
- Stay focused on the #1 RULE in Mission team travel-- BE FLEXIBLE.
- Expect the unexpected along the way.
- It is very important to recruit a PRAYER TEAM for our trip.



- If you feel compelled to give toward a need you see on this trip—we encourage you to give it through your team leader. They will give your gift to our indigenous partner and they can distribute it to those who need it most. It will create much less conflict that way.
- IN CASE OF EMERGENCY—Tell your family to call GO InterNational (859-858-3171) during office hours (9am-5pm on Mon-Th & 9am-12pm on Fri). We are not sure the level of communication that we will have on the field. Even if we do have access to the internet, we discourage you from using it much because it can be a distraction from what God may be trying to do in your life through this trip. Set the expectation with your family that you will not be in contact much.

### **MY TRIP NOTES**



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