



CHURCH PARTNERSHIP TEAM MEMBER HANDBOOK



WELCOME

Dear Friend of the Fatherless,

Welcome! The World Orphans team wants to thank you for your partnership and your desire to serve.

You are choosing to move forward and live out His love in a tangible way by partnering with your brothers and sisters from a church in another part of the world, and for that we are very grateful.

As you travel to spend time with your church partner and your eyes are opened to the reality of orphaned and abandoned children, we hope you will see the wonderful work that God is doing, and the ways you can be involved. From encouraging your brothers and sisters around the world to advocating and caring for “the least of these” right in your own community, there are countless ways in which you can reflect God’s heart of compassion for the orphaned and abandoned.

Our desire for your church partnership trip is that your relationship with your church partner will be strengthened and that ultimately both churches and both communities will be impacted with the Gospel of Christ as a result of your partnership.

Thank you for joining us in the adventure of church partnership as we encourage and equip the church to care for orphaned and vulnerable children. We look forward to all that God has in store for our partnership in the Gospel.

Truly, I say to you, as you did it to one of the least of these, you did it to me.
—Matthew 25:40

Grateful for your partnership,

The World Orphans Mobilization Team

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ABOUT WORLD ORPHANS

World Orphans was founded in 1993 when a group of friends started a foundation to answer God's call to care for orphaned and vulnerable children by helping a church outside Managua, Nicaragua, care for orphans living on the streets.

Much has been learned over the past 20+ years. Models of care have grown and evolved, but our commitment to the local church remains strong.

Today, we are committed to seeing orphaned and vulnerable children cared for holistically (physically, mentally, emotionally, and spiritually) in families through our Home Based Care (HBC) Program. Ministry teams from local churches mentor and disciple families that have welcomed orphans into their homes, providing love, care, and the hope of the Gospel. US churches come alongside international churches to form church partnerships built on relationship, as together, we work to care for orphans.

- **Our Vision:** To empower the church to care for orphans – until they all have homes!
- **Our Mission:** We equip, inspire, and mobilize the church to care for orphans and vulnerable children. Churches engaged. Children restored. Communities transformed by the Gospel of Christ.
- **Why We Exist:** We exist because we believe what Scripture says about the church, the orphan, and the expansion of the Gospel.
- **Our Core Values:** We are dependent on God, passionate about what we do, and committed to partnership.
- **Our Distinctives:** Commitment to the local church, church partnership, and wholistic care of children in families.

WHY PARTNERSHIP?

Because it's biblical. World Orphans exists because we believe what Scripture says about the church, the orphan, and the expansion of the Gospel. Having said that, we boast in the fact that we did not invent the model of wholistic, family-based care. We simply found it in the Word of God! The early church of Acts was fortified by the idea of living life in community while spreading the Gospel. In his book, *The Rise of Christianity*, sociologist Rodney Stark states, "Christianity revitalized life in Greco-Roman cities by providing new norms and new kinds of social relationships able to cope with many urgent urban problems. To cities filled with the homeless, Christianity offered charity as well as hope. To cities filled with newcomers and strangers, Christianity offered an immediate basis for attachments. To cities filled with orphans and widows, Christianity provided a new and expanded sense of family. To cities torn by violence and ethnic strife, Christianity offered a new basis for social solidarity. And to cities faced with epidemics, fires, and earthquakes, Christianity offered effective nursing services."

The early church understood that operating alone was foolish, so as we study their methods, we see community after community investing in one another to change the world. Still today, when churches unite together, communities begin to transform into a living, breathing Kingdom of God.



TEN VALUES OF CHURCH PARTNERSHIP

Nothing brings us greater joy and gladness than to see two churches crossing cultures, partnering together to meet the needs of one another. However, not all partnerships are smooth. For that very reason, we established this list of Ten Values of Church Partnership to ensure that each partner protects the integrity and dignity of the other.

RELATIONSHIP OVER RESOURCES

Many people assume the key focal point of Church Partnership is the transferring or sharing of resources. Although sharing resources is a valued and integral part of our partnerships, it is not our primary focus. A true partnership implies the building and nurturing of a relationship over a period of time that transcends the collaboration on any particular project. When the relationship is valued above all, it allows for mutual participation and equal transformation.

EQUALITY OVER SUPERIORITY

Many partnerships diffuse over time because of paternalism. True equality in partnerships allows each of the partners to function from a place of strength rather than of weakness. Each partner should feel that they have a role to play and a service to provide that benefits the partnership as a whole. Healthy partnerships intentionally incorporate opportunities for dialogue, planning, assessing, challenging, and reflecting together. This helps partnerships avoid falling into the “superior vs. inferior” trap.

RECIPROCITY OVER CONTROL

True relationship is reciprocal, a constant give and take. It is vital in cross-cultural partnerships to understand that we all have types of poverty that need to be addressed,

though those poverties may wear different masks. Some poverties are dirty and reside in shacks, whereas other poverties might be overly clean and hiding in mansions. It is important to approach one another in a spirit of humility, recognizing that we are interdependent and in need of each other.

LEARNING OVER TEACHING

If we focus on the relationship, ask open-ended questions, and learn from our partner, we will often find that they will invite us in to see and understand their reality, including their joys and celebrations, as well as their sorrows and struggles. These open relationships will often lead us to discover the structures and systems that frequently trap people in poverty and injustice throughout the world. Discoveries like that will often challenge us to confront our own role in and contribution to injustice, whether through our actions or inaction. Just as Christ came to make all things new, we too are called to change those systems and our own personal habits for the sake of others.

ONE BODY OVER ONE PART

Church Partnership calls us deeper into the image of the church as one body united in Christ, with many unique parts offering different gifts. As we come to know our cross-cultural partners, we learn new ways of understanding the Scriptures, and we see new models of participating in community. We experience our oneness in Christ, while simultaneously seeing the world through God’s eyes. We more fully understand our role in the cross-cultural community, not only with our church partner, but also with the widely-stretched arms of the global church.

AFFIRMING DIGNITY OVER SERVING NEEDS

Serving others is not our primary calling at World Orphans; rather, we are called to follow and imitate Christ, and in doing that, we discover three things: (1) who we are, (2) how we can best serve others, and (3) how we can best be served. Duane Elmer, author

of *Cross-Cultural Servanthood*, defines serving as “the ability to relate to people in such a way that their dignity as human beings is affirmed, leaving them more empowered and equipped to live God-glorifying lives”. One of the most vital attributes that drives churches to partnership is the desire to serve those in need. At first glimpse, “those in need” appear to be the impoverished, orphaned, and vulnerable. But it doesn’t take long to realize the needs in the US as well. Despite severely limited resources, the love displayed by our international church partners in their communities constantly inspires our US church partners to love more, worship more, and even serve more locally.

ACCOUNTABILITY OVER INTENTIONS

Mary Lederleitner, author of *Cross-Cultural Partnerships*, wisely states, “Good intentions are not good enough to ensure good outcomes in cross-cultural partnerships.” For that very purpose, World Orphans does its due diligence to determine which churches qualify for our partnerships. By building relationships and trust over time, while implementing financial systems to ensure fiscal responsibility, we are able to filter out a lot of the major issues that frequently invade partnerships. In addition, we have many guidelines set up to ensure healthy communication throughout the partnership.

HEALTHY DEPENDENCY OVER UNHEALTHY DEPENDENCY

One of the greatest fears in entering into a Church Partnership where one church lacks necessary resources is the fear of creating dependency. Unfortunately, that fear often paralyzes the US church and lulls us into a state of apathy, where many refuse to get involved in partnership altogether. Martin Luther King Jr. boldly challenged this state of paralysis by saying, “We will have to repent in this generation not merely for the vitriolic words and actions of the bad people, but for the appalling silence of the good people.” At World Orphans, we have wrestled with dependency, and with the help of Daniel Rickett’s *Building Strategic Relationships*, have come to separate the issue into two distinct categories:

HEALTHY DEPENDENCY (INTERDEPENDENCE)

- Partners understand their reciprocal roles and responsibilities.
- Partners enter the relationship with a clear vision of what each has to offer and gain.
- Partners maintain independence and capacity to instruct, correct, or refuse the other.
- Partners honor and guard the unique, divine calling of the other.
- Partners conduct themselves in a manner that safeguards the other’s integrity.
- Partners understand that the Lordship of the partnership rests in the hands of Jesus Christ.

UNHEALTHY DEPENDENCY

- Partners miscommunicate expectations, commitments, and goals, while having no clear vision.
- Partners ignore reciprocity and responsibility.
- Partners prioritize and emphasize the exchange of funds over the complementary contributions that each other make.
- Partners work with a ministry that does not have a governing body or long-standing credibility.
- Partners send funds directly to an individual without establishing accountability measures.
- Partners give resources based solely on need, instead of building dignity, enhancing responsibility, and expanding results.
- Partners underwrite 100% of the partnered ministry’s need.

INCREASE CAPACITY OVER INCREASE CHARITY

Capacity issues raise similar dilemmas as dependency, but they focus more on the intent of the US church. John Perkins said, “Acts of charity can be dangerous because givers can feel good about actions that actually accomplish very little, or even create unhealthy dependency. Overcoming an attitude of charity is a difficult task because it requires givers to demand more of themselves than good will.” Robert Lupton, in his book, *Toxic Charity*, warns us of this by saying, “We miss the big picture because we view aid through the narrow

lens of the needs of our organization or church, focusing on what will benefit our team the most, and neglecting the best interests of those we serve.” World Orphans avoids this misstep by highlighting the work of the local church, empowering our partners, and improving the lives of those we serve.

ECONOMIC EMPOWERMENT OVER PROJECT SUSTAINABILITY

Arguably, one of the most talked about topics in missions these days is sustainability. Sustainability ensures that people are helped for the long term. For that reason, we are passionate about sustainability. However, our model is not conducive to overall project sustainability due to the simple fact that as children leave the program (often due to moving out of the area), they are replaced with other children in need. Therefore, rather than focus our efforts on finding sustainable options for the overall project, we focus our energy and research on the economic empowerment of our caregivers. Through the benefits of Church Partnership, we are able to work with both the US church and international church partners who have special skills and talents in the areas of economics, business, and other methods of development. The challenge is often in implementing plans cross-culturally without forcing ideas on locals. Because of that, World Orphans is sensitive and cautious regarding all economic empowerment projects and requires that all planning be proposed to the senior director of global church partnership.



ABOUT WORLD ORPHANS MOBILIZATION

OUR PURPOSE

World Orphans empowers teams to engage with our international church partners to learn from, encourage and equip the church to best care for orphaned and vulnerable children. Teams are mobilized in accordance with the Standards of Excellence in Short-Term Missions.

CHURCH PARTNERSHIP TRIPS

Serve to strengthen church partnerships by enabling the churches to build relationships and serve together in a mutually beneficial capacity.

STANDARDS OF EXCELLENCE IN SHORT-TERM MISSIONS

World Orphans is committed to maintaining a standard of excellence that aligns with the Standards of Excellence in Short-Term Missions (SOE). As mission teams are mobilized, team leaders and the World Orphans Mobilization Department will work together to ensure that the seven standards defined by the SOE are met. Please keep these standards in mind as you plan for your trip.

The Seven Standards

- God-centeredness
- Empowering partnership
- Mutual design
- Comprehensive administration
- Qualified leadership
- Appropriate training
- Thorough follow-up





THE BIG PICTURE: WHY WORLD ORPHANS ENGAGES IN SHORT- TERM MISSIONS

**EQUIP THE CHURCH: PROVIDE
OPPORTUNITY TO PARTNER WITH
LOCAL CHURCHES FOR THE
EXPANSION OF THE GOSPEL**
Paul demonstrated by his own example and
expresses his gratitude for partnerships in the
Gospel of Christ. (Philippians 1:5)

In accordance with the mission and vision of World Orphans, the focus of the partnership is to equip, inspire, and mobilize the church to care for orphans and vulnerable children. The US church can expect and work towards a growing relationship with their church partner (church leadership) and also be willing to be very flexible and defer to the international church regarding the level of relationship with the children and caregivers.

World Orphans equips the church:

- We provide structure and organization for church-based orphan care.
- We provide training and resources for team discipleship and mobilization.
- We increase capacity and opportunities for the church to engage in global orphan care.

**INSPIRE THE CHURCH: INCREASE
AWARENESS FOR MISSIONS AND
GLOBAL VISION AROUND THE WORLD**
“Short-termers begin to shape a “missions” lifestyle. They become, in essence, “world Christians.” In his book, *In the Gap*, David Bryant has an excellent definition of “world Christians”. World Christians are, “day-to-day disciples for whom Christ’s global cause has become the integrating, overriding priority for all that He is for them. As disciples should, they actively investigate all that their Master’s Great Commission means. Then they act on what they learn ... World Christians are Christians whose life directions’ have been solidly transformed by a world vision.”

World Orphans inspires the church:

- We create relational opportunities for global churches to share resources and serve alongside one another.
- We inspire people to get engaged in missional opportunities.
- We cultivate a culture of cross-cultural learning through partnership, generosity, and hospitality.

**MOBILIZE THE CHURCH: AID IN
MOBILIZING THE CHURCH INTO
ACTION IN THE WORLD AND AT HOME**
“Churches from which short-term teams are sent benefit as mission work is no longer a theological concept or sermon illustration, but the visible effort of that church. It becomes a work in which their pastor and/or other members have actually participated. Check out a church that has sent short-term teams to the mission field and you will find a church that has increased its own effectiveness at home. A vision for touching the world will impact your vision for touching your own community.”
—Africa Christian Training Institute, Bob Hayes

“...this partnership became more than a one-sided sponsorship. Durham Church (NH, USA) and Nouvelle Jerusalem (Port Au Prince, Haiti) have continued to equally build into their relationship. Whether Durham is helping host men’s conferences in Haiti or Pastor Yvon (Haiti) is leading seminars on community evangelism and the power of prayer in Durham, the relationship has continued to grow stronger.”
—Kevin Squires, World Orphans Senior Director of Church Partnerships

“Just as the term partnership suggests, both of our churches have been blessed by the exchange of resources: physical, intellectual, and spiritual. Children have been cared for, souls have turned to Jesus, eyes have been opened (literally and figuratively), and God has been glorified.”
—Durham Church Leadership

Religion that God our Father accepts as pure and faultless is this: to look after orphans and widows in their distress and to keep oneself from being polluted by the world. —James 1:27

“At the end of the day, we must realize that God’s economics is different than our own. In Mark 14 a woman poured an excessive amount of oil on Jesus. Those around Jesus called her action “a waste.” However, Jesus said if it was done to honor him, it was not a waste. If a missionary experience makes you more sensitive to the need for the gospel around the world, then the trip, in my opinion, is a success and ultimately was worth it.”
—James Cecil

World Orphans mobilizes the church:

- We position churches on the frontlines of the global orphan crisis.
- We provide opportunities to answer the call to visit and defend the orphan.
- We offer unique ways to expand church involvement in missions and orphan care.

WHEN WE LOOK AT THE GREAT SOCIAL ISSUES OF THIS CENTURY—POVERTY, HUNGER, HIV/AIDS, CHILD SOLDIERS AND TRAFFICKING—THERE IS A COMMON LINK: THE ORPHAN.

An orphaned child is left alone to find food and possibly even care for younger siblings. In an effort to provide, these children often turn to illegal and harmful activities that perpetuate cycles of poverty and place additional children at risk for being orphaned.

There are approximately 140 million orphans worldwide. It's time to break these cycles and change more than just the number of orphans.

CHURCHES ENGAGED

Deeply rooted at the center of World Orphans is our vision to empower the church to care for orphans. In hopes of finding a solution to the orphan crisis, World Orphans partners with churches on the front lines of the world's darkest issues such as trafficking, child prostitution, extreme poverty, and the exploitation of children. The church is the most strategic and often overlooked resource when it comes to caring for orphans. Local churches around the world know their communities better than anyone else and already have the people and primary infrastructure in place for outreach into their surrounding neighborhoods.

CHILDREN RESTORED

We want to see children restored to innocence and joy because "the kingdom of heaven belongs to such as these." We want them to recognize their value and true identity in Christ, understanding that their past does not determine their future. Taking a wholistic approach, World Orphans cares for children through the church.

COMMUNITIES TRANSFORMED

When a community sees a local church caring for "the least of these," they see the love of Christ. As the church becomes the hands and feet of Christ, the community is transformed and the church becomes an integral part of that society. As children are cared for by the church, they become a living example of the power of Christ's love and a powerful witness to their friends and neighbors.





MINISTRY PHILOSOPHY: GRACE- FILLED WHOLISTIC CARE

It is breathtaking to realize that transformation in every aspect of life is accomplished through the limitless power of the Gospel. The bright light of the Gospel of Jesus Christ and the hope of full redemption shines against the darkness of hunger, disease, poverty, injustice, abandonment, and sin.

As we seek to encourage and communicate love to the children who are being cared for through the church, we desire to grow in our understanding of the grace we have received from God and rely upon the power of the Holy Spirit to minister his grace to others. Our continued growth in the truth of Jesus Christ and reliance upon the Holy Spirit are essential, specifically as we care for children.

World Orphans approach to orphan care is wholistic in that we are caring for the needs of the whole child, with our ultimate goal being spiritual transformation and healing.

As a ministry:

- We care for children through the grace of Jesus Christ.
- We take an approach that seeks to care for the whole child: physically, mentally, emotionally, spiritually.
- We strategically identify and meet the specific needs of each child.

Before we move on, we want to seek to understand the meaning of grace. How would you define it in your own words?

“Grace” is derived from the Greek “charis,” and is defined as “good will, loving-kindness, favor; of the merciful kindness by which God, exerting his holy influence upon souls, turns them to Christ, keeps, strengthens, increases them in Christian faith, knowledge, affection, and kindles them to the exercise of the Christian virtues.” In the New Testament, “grace” (used 156 times) takes on a special redemptive purpose in which God makes available his favor on behalf of sinners who do not deserve it. Our salvation, our adoption as sons and daughters of God, and our blessings in Christ are all a result of God’s unmerited grace and favor through the Gospel of Jesus Christ.

Read these Scripture passages below and write down the truths that you discover about grace.

- John 1:17
- Ephesians 1:5-6a
- Ephesians 2:8-9
- Ephesians 3:7
- 2 Corinthians 8:7

We are saved by grace to do good works. Love comes from God and his grace empowers us to love others. The greatest commandments are to love God and to love our neighbors. **As an extension of this love for God and others, we should feel compelled to live out the Great Commission by making disciples.** If we truly love others, we will want them to know and follow Jesus. Caring for orphans is an opportunity to share Christ’s love and spread the Gospel.

What does Christ tell us in John 14:18?

God has graciously chosen to use us in amazing ways. One way is through the expression of his love through our love of his children. Caring for vulnerable children is a privilege. Making disciples and visiting orphans and widows are expressions of our love for God and our neighbors. They are expressions of God’s grace.

It is important, however, that we minister out of God’s strength rather than our own.

If anyone speaks, they should do so as one who speaks the very words of God. If anyone serves, they should do so with the strength God provides, so that in all things God may be praised through Jesus Christ. To him be the glory and the power forever and ever. Amen.
(1 Peter 4:11)

Sometimes our involvement in ministry can come from a misguided motivation. We may be motivated from a sense of legalism or it may simply be a “job.” We may misunderstand and try to earn God’s favor and grace. **We must remember that our involvement in ministry should be a response to the grace that has already been given to us through the Gospel of Jesus Christ.** We are involved in ministry because he loves us, not so that he will love us.

Because God loves us and because he has shown us such amazing grace, we visit and care for orphaned and vulnerable children. Our love for children is a reflection of God’s love and an expression of his care. In caring for orphans, we seek to meet their wholistic needs (physical, mental, emotional, spiritual).

EXAMINING VARIOUS ORPHAN CARE MODELS

There are many models of orphan care that exist in our world today. All of these models are highlighted in our church circles because people naturally think that any form of orphan care is acceptable and honorable. You’ve probably heard statements such as, “Sally is giving up her summer to spend time working at an orphanage in India. What an amazing thing she is doing!” Our culture promotes orphanages and other similar models of orphan care, but studies show that institutionalization is detrimental to the development and growth of a child. Additionally, we have to remember that God has created individuals to be in families, not in institutions (Ps. 68:6). Our desire as believers is to care for orphans in their distress and to exercise wisdom and discernment in how to **best** care for those in need.

How can you and others around the world do this? As you are exposed to orphanages or other models of orphan care, it is important to routinely ask these questions:

- Are the children happy?
- Are they well-fed?
- Do their caregivers love them?
- Is the facility/home overcrowded?
- Are the children safe?
- Are they receiving adequate medical care?
- Are they being provided an education and learning life skills?
- Are they developing?
- And most of all, is Christ the center of everything they are experiencing?

Orphanages are not the best vehicle for caring for orphaned children around the world. We believe that God has called the

church to care for orphaned and vulnerable children and to provide loving, permanent homes for the fatherless. God has ordained the church as the light of the Gospel and the instrument of love and compassion to the world.

“. . . so that through the church the manifold wisdom of God might now be made known to the rulers and authorities in the heavenly places.” (Eph. 3:10)

God has equipped the church with every resource and gift needed to meet the physical and spiritual needs of his people. God shows us a model for the church in the book of Acts. The early church gathered together for teaching, preaching, worship, prayer, fellowship, and to meet each other’s needs.

And they devoted themselves to the apostles’ teaching and to the fellowship, to the breaking of bread and to prayer. And awe came upon every soul, and many wonders and signs were being done through the apostles. And all who believed were together and had all things in common. And they were selling their possessions and belongings and distributing the proceeds to all, as any had need. And day by day, attending the temple together and breaking bread in their homes, they received their food with glad and generous hearts, praising God and having favor with all the people. And the Lord added to their number day by day those who were being saved. (Acts 2:42-47)

In no way do we judge or belittle the places we visit; however, our goal is to serve, observe, and then humbly identify the **best** way to care for and defend the needs of orphaned children throughout the world. Then, after your trip is over, it is your responsibility to partner with and serve alongside organizations, ministries, and/or individuals who are meeting the needs of orphaned and vulnerable children in a healthy and wholistic way.



As you continue to prepare for your trip, we want to encourage you to ask the deep questions, empower you to make wise decisions, and provide you with the proper insight on what your involvement could look like following this trip.

HOME BASED CARE

One of our main programs that we help to implement at our church partner locations is called Home Based Care (HBC). This program empowers the local church to provide physical, mental, emotional, and spiritual care for orphaned, abandoned, and vulnerable children in their community. The care is provided, not by an institution such as an orphanage, but by single mothers, extended relatives, neighbors, friends, or church members. An HBC team member visits each child in the program in their home twice a month for encouragement, emotional and spiritual development, and accountability.

Each church establishes a ministry plan detailing how the funds will be allocated and how wholistic care will be addressed. The program is designed to ensure that the children receive:

- Physical care: Food, access to clean drinking water, access to medical care
- Mental care: Ensuring access to and support of education
- Emotional care: Ongoing counseling, group activities, and home visitations
- Spiritual care: Discipleship during home visitations and participation in a weekly children's program at the church

While these program descriptions are the basis for the implementation of this HBC Program, this is only the beginning. As the program develops, the church is encouraged to meet additional needs through creative and unique ways designed to meet the particular needs of orphaned and vulnerable children in their community.



As part of this partnership, World Orphans and other partnered ministries will provide ongoing training in both individual and group settings to HBC team members in areas of wholistic care. Every effort will be made to focus on the individual needs of each child, while providing structure to the overall HBC Program. Additionally, as the HBC team develops relationships with the children's primary caregivers, they will look for opportunities to provide family empowerment through education, vocational training, economic empowerment, and vocational networking efforts.

During your trip, your team may have the opportunity to serve the local church by assisting with the HBC Program. We want to take some time to discuss this ministry with you to effectively prepare you for this opportunity.

HOME BASED CARE VISITATION

The goals of visitation are:

- To promote a sense of compassion, love, and belonging
- To demonstrate loving care and allow for ongoing conversations about who the children and their families are in Christ
- To make meaningful connections with people in deeper, relational ways with the hope that they will be drawn closer to one another and closer to Christ

Home visitations are of utmost importance, and our local church partners value these programs because of the significance of the outreach platform. The church has the opportunity to be involved in evangelism, mentorship, and discipleship as they care for orphaned and vulnerable children. Our goal as a team is to serve

alongside them and support them however we can.

Believers and non-believers alike see the church being the hands and feet of Christ as church members and families are meeting tangible needs of those in their community and *beyond their own church walls*. Not only are orphans being cared for, but the church is reflecting the light of Christ in the community, experiencing growth, and being strengthened as its members minister together.

Visitations are opportunities to:

- Encourage regular church attendance
- Share the Gospel with non-believers (many of the families in the HBC Program aren't Christians and do not attend church)
- Seek active discipleship and promote the growth of children (and caregivers) in their understanding of trust in and love for God
- Share the Gospel with children in a clear way
- Encourage families to teach the whole Bible with daily application and foster reliance upon God through regular prayer

Additionally, visitations are a wonderful ministry to involve other groups from within the church.

- Men's ministry can organize outreach events aimed at serving vulnerable families. For example, the men's ministry could go repair the roof or meet other practical needs around the house.
- Women's ministry can plan discipleship events geared towards engaging single mothers. For example, the women's ministry or individual families in the church can fix a meal or help around the house for the sick widow/single mother.
- Youth ministry can participate in visits, giving them an opportunity to learn and grow as they serve others.
- Children's ministry workers can go to encourage the children and fellowship with the family.

- An evangelist can go with a visitation team to look for specific opportunities to share the Gospel.
- Prayer ministry can have times of prayer for the specific orphans, families, and those in their community.
- Special offerings can be gathered for those who are most needy in the community and congregation.

CONSIDERATIONS AND PREPARATIONS BEFORE SPENDING TIME WITH PEOPLE

Discover basic information about the child in the program as well as the family who is caring for him/her.

- How many children are in the home?
- What is the child's story? (It is not appropriate to ask the child how he/she lost his/her parents.)
- How is the child adjusting physically, mentally, emotionally, and spiritually?

Consider whether photographs and videos are beneficial or harmful (a good consideration for any picture you may take on your trip). During a visit, always ask permission before taking pictures.

- The negative perception is that western organizations come into indigenous homelands and randomly take pictures for their own personal and financial gain, resulting in the exploitation of their children.
- Picture taking is viewed negatively when it is outside the context of relationship, friendship, and purpose.
- When taking a picture, think about if it were you or your children being photographed. Would you feel comfortable and honored?

Any inquiry about school fees, rent, and personal

financial concerns need to be discussed privately with the team leader. Financial questions communicate to a family that a promise is being made. Even well-meaning questions about the financial needs of a family can set up the expectation that the pastor or partnership will provide for this particular need.

CONSIDERATIONS DURING A VISIT

Introduce yourself (group) and briefly explain your reason for visiting.

- Feel comfortable and relaxed. Your goal is for people to know they are valued.
- Do not use hand sanitizer. This can be offensive in any context to our friends. Please remember to sanitize your hands discreetly when necessary.
- Ask open-ended questions instead of yes/no questions. This will help you learn more about the child.

Example: "What is your favorite subject, color, or sports activity?"

- Listen more than you talk.
- All team members should formulate appropriate questions to avoid having team leaders be the only ones asking questions.
- Everyone should be engaged in the conversation and focused on who is speaking.
- Avoid side conversations, as that may imply that you are talking about those you are visiting.
- Seek to build a relationship or at least rapport for future visits. As your hosts share about themselves, also share about yourself.
- It is meaningful for the family and child to see a picture of your family. Remember to bring a family picture from home.





- Be mindful of comments such as: “I would like to pack this child up and put him in my suitcase.” These comments may be well-intended and motivated out of compassion, but do not communicate to the caregivers the sufficiency of their own home and ability to care for their children.
- If the pastor has given you permission to take pictures, it will still be important for you to ask the caregivers for their permission beforehand.
- Do not give money directly to anyone. Always process the needs of the family and child through the pastor and team leader. It is best that financial needs be met through the local church with specific discernment from the pastor.
- As indicated in the Visitor Covenant you sign as part of your application do not give out your email address, phone number, Facebook account, etc., so that there are no misleading cues regarding future contact or financial assistance. We realize it feels challenging to say no to a request to keep in touch, but over the years we have found that direct communication can lead to conversations about funding and/or future visits. Those conversations without the guidance of church leaders and World Orphans staff can create challenging dynamics. Please talk with your church rep and your World Orphans CPD if you have questions.
- Offer to say a prayer.
- Ask if there is anything specific to pray about and pray for a blessing over the family.
- Thank the host for allowing you to visit.



BEFORE YOUR TRIP: LOGISTICS

TRIP PREPARATION ESSENTIALS

- **Applications** are required prior to travel. You'll receive instructions for your application from World Orphans Mobilization. Please complete all paperwork in a timely manner.
- **Background checks** are required for all team members age 19 and older. *Note: World Orphans will send you a link to the necessary documentation. Please submit in a timely manner. Background checks will be run on an annual basis for repeat team members.*
- **Travel preparation** and important details about your passport, packing, immunizations, and more can be found on pages 25-34.
- **Trip funds** will be submitted to World Orphans. Please be sure to include the trip code assigned to your trip when submitting funds or asking others to do so. Please see the "Funding Your Trip" section for important details.
- **Team meetings** are mandatory. Please make them a priority. Exceptions will be considered on a case by case basis.
- **Team discipleship** and heart level preparation are at the core of our trips. World Orphans has online materials that you will work through as a team with your Church Partnership Director. Watch for an email from your CPD about pre-field training.

WORLD ORPHANS CONTACT INFO

Phone: 1-888-ORPHANS
Mail: 13395 Voyager Parkway
Suite, 130-273
Colorado Springs, CO 80921
Email: info@worldorphans.org

TRAVEL TIPS

PASSPORTS

- **The name on your airline ticket must match the name on your passport.** Make sure the name on your World Orphans application matches your passport; notify your team leader if it does not.
- **Please respond quickly if you are asked to verify your passport information.** If you do not have a passport, please notify our office and begin the application process immediately. Standard passport processing time is six weeks.
- **Many countries require your passport to be valid for 6 months after your intended dates of travel.** You could be denied entry to a country if your passport doesn't meet the requirements. Visit travel.state.gov to read about country specific requirements, passport renewal and much more. World Orphans strongly recommends your passport being valid 6 months beyond your World Orphans trip dates.
- **Your passport must have at least four blank visa pages.** You may be denied boarding or refused entry into the country if you do not have sufficient blank pages. If you need additional blank pages, you must apply for a new passport.
- **We recommend three color copies of your passport:** one to leave at home with a close friend or family, one for your team leader to carry in case of loss or theft and one for you to carry separate from your actual passport.
- **We strongly recommend team members carry passports on their person at all times.** Bags and purses can be lost or stolen, and hotel rooms are often not secure; having your passport on your person is the best way to keep it secure.

VISAS

Most visas are purchased when entering the country. If a visa is required **prior** to your arrival in-country, you will be informed well in advance of your trip and will be provided instructions on how to obtain one before departure. All visa expenses will be budgeted within the per person trip cost.

IN TRANSIT: When arriving in-country, either on the plane or in the airport, you will be given an entry form. On the country entry form, the team purpose for visit/entry should always be **tourism**. Provide your host contact address and information if requested on the entry form. Your team leader will have this information for you.

AIR TRAVEL

Always arrive at the airport at least three hours early for international travel to provide adequate time for check-in. Your team leader will provide you with any necessary details regarding meeting with team members, airport arrival, and check-in. **Teams should always check in as a group!**

IN TRANSIT: Tickets are sometimes paper and should be retained and carried by the team leader in case of loss or theft. Each team member should print and keep a master travel itinerary.

MEDICATIONS

It is your responsibility to bring any medications that you may need during the trip. All medications should be carried in your carryon and in their original labeled containers for easy identification. When carrying prescription medications, the patient's name and dose regimen should be on the container. Although many travelers prefer placing medications into small containers or packing them in daily-dose containers, officials at ports of entry may require proper identification of medications.

Travelers with preexisting medical conditions should carry enough medication for the duration of their trip and an extra supply, in case the trip is extended for any reason. If additional supplies or medications are needed to manage exacerbations of existing medical conditions, these should be carried as well.

MEDICAL HISTORY & FOOD ALLERGIES

We collect medical information and history so that in the unlikely event of an on-field emergency, the team leader is equipped to pursue necessary medical treatment for team members. Therefore, it is important to note that we do maintain a high level of confidentiality, yet share medical history with team leaders. We encourage you to share medical history on your application knowing the information is kept confidential and it would be beneficial in the unlikely event of an emergency.

World Orphans strongly recommends you talk with your doctor about your upcoming travel, specifically as it relates to medication you take and any pre-existing conditions, recent medical events, etc.

Regarding food allergies; we do our best to serve team members well, yet as you can imagine some foods may be more difficult to obtain while traveling. We will pass allergy information on to our team leaders and international staff (and if possible the guest house where you will stay), but we cannot guarantee the availability of allergen free food/meals. Please be sure to travel with any doctor prescribed or recommended precautions such as an epi pen or inhaler. Additionally, please plan to pack additional foods and snacks to supplement your diet while you are traveling.

CARRYING MONEY

Check with your team leader on country requirements for exchanging cash. Some countries will only exchange certain denominations of bills or will only accept new bills. Your team leader will carry the monies for your in-country expenses, i.e. housing, transportation, food, etc. Most debit/credit cards will work at ATMs if you wish to withdraw personal cash for souvenirs or other purchases. Notify your credit card company in advance regarding your travel. You may incur a fee for international use. Credit cards are more secure than debit cards.

EXCHANGE RATES

Check the current exchange rate of the destination country's currency. We recommend: <http://www.xe.com/ucc/>. Trust your host to provide you with the best place to exchange currencies. Your team leader will exchange the team's in-country monies to cover all trip costs. Do not proceed to exchange any personal spending money until you have been given permission from your team leader.

PACKING TIPS

Unsure about any materials you want to carry? Check out the FAA guidelines: <https://www.faa.gov/go/packsafe>

SHOULD YOU BRING YOUR COMPUTER?

We suggest that you leave your computer at home. If this is not a possibility and you feel as though having it is a necessity, please discuss security issues with your team leader before you bring it.

CLAIMING LUGGAGE UPON ARRIVAL

Team leaders will organize the team and instruct you on how to navigate through the airport to baggage claim. Team members should listen carefully and be cooperative to help make this process smooth and efficient. Make sure your team does not scatter in the airport. Be specific with meeting places if you separate. Do not allow anyone to help or assist you with your luggage.

PLUG ADAPTORS AND CONVERTERS

World Orphans recommends limiting valuable electronics and/or items that require electricity. You are solely responsible for any items you bring. If you plan to bring electronic items that need to be charged or plugged in, we recommend you research the type of adaptors/converters you may need. Your team leader will not be able to provide these in-field.

DRESS APPROPRIATELY

We understand you don't want to bring your nicest clothes that may be lost or damaged, but remember that how you dress may communicate more than you realize to your host. You'll honor the churches you may visit and those you serve by dressing nicely. Talk with your team leader for details. Both men and women should dress more conservatively than typical western attire. If you aren't sure about what to wear in any given situation, ask your team leader and/or in-country host.

PACKING REGULATIONS

Team members are encouraged to bring **one checked bag and one carry-on item**.

An additional checked bag may be required to carry ministry-related items. Your team leader will discuss this with you if necessary.

Most international airlines allow checked bags to weigh 50 lbs. Check with your airline carriers to verify the maximum weight per checked bag.

Checked baggage allowances/fees are constantly changing. Be sure to check with the airline to see how many checked bags you are allotted and determine if there are baggage fees.

If you need to cover this cost up front, you will be reimbursed by your team leader in person. **You must provide an airline receipt to get reimbursed for this expense.**

Liquids in carry-on luggage need to be in quart-sized plastic bags and in containers of 3 oz. or less. Store liquids in plastic bags in checked luggage.

CARRY-ON ITEMS

- ID
- Passport
- Plane tickets
- Extra change of clothes
- Basic toiletries and important medicines
- Valuable items (iPod, camera, etc.)
- Prescription medication
- Any necessities

PACKING LIST

BACKPACK FOR FLIGHT

- Emergency contact details
- Health insurance documentation
- Camera/film/extra batteries
- Essential toiletries
- Essential prescriptions/medications
- Change of clothes
- Passport
- Vaccination certificates/documentation
- Reading materials
- Small Bible
- Journal/notebook
- Pen/Pencil
- Spending money, credit/debit card
- Wet wipes
- Snacks (see suggestions below)
- Neck pillow
- Rain jacket or poncho
- Eyeglasses/sunglasses

GENERAL

- Money belt (for under clothes)
- Small flashlight (with extra batteries)
- Travel alarm clock (with extra batteries)
- Cheap watch
- Simple gifts—check with team leader for details
- Small backpack or drawstring bag
- Ziploc bags
- Duct tape
- Small first aid kit
- Water bottle
- Copies of passport

PERSONAL TOILETRIES

- One towel and washcloth
- Toothbrush/paste/floss
- Razor and shaving cream (compact gel)
- Deodorant
- Soap (in ziploc or soap holder)
- Shampoo (good idea to have hotel-size)
- Comb/brush
- Toilet paper
- Antibacterial hand lotion
- Feminine hygiene items
- Sunscreen
- Insect repellent

PERSONAL MEDICINES

- Vitamins
- Malaria pills (if needed)
- Digestive aids (Tums, Pepto-Bismal)
- Allergy medications
- Pain relievers (Aspirin or Aleve)
- Anti-motion sickness medication
- Anti-diarrheal medication

OPTIONAL ITEMS

- Travel games, i.e. playing cards
- Electrical adapter and converter
- Family photo to tell people about your family

GENERAL CLOTHING

- Comfortable/appropriate clothes for guesthouse/hotel
- One pair of comfortable shoes
- One pair of comfortable sandals
- Undergarments
- Socks
- T-shirts
- Hat or bandana

Note: It is likely you'll be sharing a communal bathroom—be prepared to be comfortable, but modest as you get ready in the morning and get ready for bed at night

MEN'S CLOTHING

- Pants (1 dress, others casual, plus belt)
- Shirts (1 dress, others casual)

WOMEN'S CLOTHING

- Skirts (at least knee length or longer)
- Shirts (1 blouse, others casual)
No tank tops please.
- Casual dresses
- Pants

SNACK SUGGESTIONS

- Mixed nuts/trail mix
- Peanut butter crackers
- Gum
- Drink mixes, i.e. Gatorade, Crystal Light
- Dried fruit/granola bars



LANGUAGE PREPARATION

Being able to communicate is an essential part of building relationships. World Orphans strongly encourages you as individuals and as a team to spend time researching and practicing basic phrases in the primary language spoken where you’re preparing to travel.

SOME KEY PHRASES

Here’s a list of phrases you may want to be familiar with. You can look them up on Google Translate or buy/borrow a book about the primary language of your host country.

- Hello
- Goodbye
- What is your name?
- My name is....
- How are you?
- Nice to meet you
- Good morning
- Good afternoon
- Good evening
- Yes/No
- Please/Thank you
- You’re Welcome
- How do you say...?
- God bless you

TRAVEL HEALTH TIPS FOR STAYING HEALTHY

- If possible, drink only bottled water.
- As a general rule, if a liquid is bottled, it’s okay. Drink plenty of water to prevent dehydration.
- Eat what is set before you. However, make sure it is coming from a known person or restaurant that is approved by your in-country host.
- Your best chance of staying healthy? **Pay attention to food and water.**

VACCINATIONS

Plan ahead! Some vaccinations require multiple injections that are spaced out over time. You should not wait until the last minute to make your consultation with the travel clinic.

World Orphans recommends following the vaccination guidelines set forth by the Center for Disease Control (CDC). Please carefully review the recommendations and/or requirements at:

[cdc.gov/travel](https://www.cdc.gov/travel)

Visit your primary care doctor or local health department/travel clinic to receive your shots. Contact your World Orphans team leader if you have questions, but please remember that vaccines are ultimately your responsibility. To find a travel health clinic close to you, visit the CDC website for a state-by-state directory:

[cdc.gov/travel/content/travel-clinics](https://www.cdc.gov/travel/content/travel-clinics)

MALARIA-SPECIFIC INFO AND RECOMMENDATIONS

Malaria Facts:

- Every year, millions of US residents travel to countries where malaria is present.
- About 1,500 cases of malaria are diagnosed in the United States annually, mostly in returned travelers.
- Malaria is always a serious disease and can be deadly. Travelers who become ill with a fever or flu-like symptoms either while traveling in a malaria-risk area or after returning home (for up to one year) should seek immediate medical attention and should tell the physician their travel history.

Determine if malaria transmission occurs at your trip location:

- Your trip leader can answer this for you early on. For additional information, check to see if malaria transmission occurs in the locations where you will travel (after you receive your full itinerary).
- The Center for Disease Control and Prevention (CDC) website provides detailed information about the specific parts of countries where malaria transmission does or does not occur.

- The charts also provide additional information including the species of malaria that occur there, the presence of drug resistance, and the specific medicines that CDC recommends for use for malaria prevention in each country where malaria transmission occurs.
- Contact your local travel clinic to choose the most appropriate malaria prevention. Travelers can use the following items to protect themselves against malaria:
 - Malaria pills
 - Insect repellent
 - Bed net
 - Long-sleeved clothing
- If malaria prevention medicines will be needed for the traveler, the CDC recommends various options based on destination. Factors to consider are other medical conditions, other medications being taken, the cost of the malaria medication, and the potential side effects.

IN-COUNTRY PRECAUTIONS: FOOD AND WATER

Contaminated food and water often pose a risk for travelers. To avoid illness, travelers should be advised to select food with care. All raw food is subject to contamination, and travelers should avoid salads, uncooked vegetables, and unpasteurized milk and cheese. Travelers should eat only food that has been fully cooked and is still hot, and fruit that has been washed in clean water and then peeled by the traveler.

Tap water in some places may be unsafe for drinking, preparing food and beverages, making ice, cooking, and brushing teeth. Contaminated tap water may also cause illness if inadvertently swallowed or inhaled during showering or bathing. In areas where tap water may be contaminated, commercially bottled water from an unopened, sealed container, or water that has been adequately disinfected should be used for brushing teeth and other oral hygiene.

Beverages made with boiled water and served steaming hot (such as tea and coffee) are generally safe to drink. When served in unopened, sealed cans or bottles, carbonated beverages, commercially prepared fruit drinks, water, and pasteurized drinks generally can be considered safe. Beverages that may not be safe for consumption include fountain drinks, fruit drinks made with tap water, iced tea, and iced coffee. Since ice may be made from contaminated water, travelers should request that beverages be served without ice.

IMPORTANT TIP: *Eat yogurt for two weeks before you leave to build up friendly bacteria in your system; this may help you to tolerate more foods and drinks.*

Your team leader will carry a well-equipped first aid kit.

TRAVEL INFORMATION

World Orphans will provide a document entitled “Important Travel Information” for team members. We recommend carrying this document and leaving a copy with a close friend or family member. This includes:

- In-country contact information (name, phone, and lodging address)
- Local US Embassy information (name, phone, and address)
- World Orphans emergency contact information (name and phone)
- Team insurance coverage card (for use in emergencies)
- Team travel itinerary

World Orphans also recommends:

- Leaving a color copy of your passport with a close friend or family member
- Carrying a copy of your personal insurance information and leaving a copy with a close friend or family member: policyholder and number



TRIP INSURANCE

World Orphans purchases travel insurance for every team member. The coverage includes emergency evacuation, foreign liability, accidental medical and sickness, accidental death and dismemberment, and medical assistance services. There is some coverage for trip delay/interruption and lost baggage. The standard policy we purchase does not include coverage for trip cancellation under any circumstance. Please contact World Orphans Mobilization for details on the coverage.

Medical Coverage Summary: This coverage protects World Orphans volunteers against medical expenses incurred during travel and for a time following the accident or travel-related sickness. This benefit is coordinated with and pays after any other primary medical coverage available to the participant. Please contact World Orphans Mobilization for details on the coverage.

The standard trip insurance policy we purchase for all teams does not include coverage for trip cancellation: If you have a change of plans and remove yourself from the team more than three months before travel and/or before funds are submitted and/or before airline tickets are purchased, we may be able to credit a portion of funds that have been submitted for future travel. (Note our cancellation policy, tax deductible donations are nonrefundable and trip funds cannot be returned once submitted.) If illness or personal/family emergency causes you to be unable to travel less than a month before the trip, the shared costs from your trip expenses cannot be credited for future travel and any future travel credit would likely be minimal. Please contact World Orphans Mobilization ASAP if you would like to discuss the possible purchase of cancel for any reason coverage and/or have questions about the coverage we do purchase.

Healthcare Professionals: If you are a healthcare professional that will administer care on a trip, it is required by World Orphans that you administer care only within your scope of practice in the US and comply with all World Orphans medical clinic guidelines. Medical clinic guidelines and best practices will be sent to you by World Orphans Mobilization Department.

REGISTERING WITH THE STATE DEPARTMENT

- The US Department of State Smart Traveler Enrollment Program (STEP) is a free service provided by the US Government to US citizens who are traveling to a foreign country.
- Through the STEP program, US citizens traveling abroad provide contact information in order to be contacted and helped in case of an emergency.
- Every World Orphans trip will be registered with STEP. World Orphans will provide contact information for each trip to the Department of State and the local US Embassy. Individuals can choose to register by name if desired.

EMERGENCY RESPONSE PROTOCOL

World Orphans will establish a detailed Emergency Response Protocol (ERP) specific to each STM team prior to travel. The team leader will travel with the ERP and it is available upon request from World Orphans Mobilization. Developing an ERP includes (but is not limited to):

- Establishing a Crisis Management Team (CMT). These key decision makers will implement the ERP in the unlikely event that a crisis event(s) threatens the safety of the team. The CMT is comprised of: traveling team leader(s), World Orphans in-country leaders, World Orphans US-based leadership, and a US church representative (when applicable).
- Identifying response protocol for crisis situations, including an emergency evacuation.

All information and suggestions pertaining to the crisis must be referred to the CMT. No action related to the crisis is to be taken by a team member without the authorization of the CMT. No public statements related to the crisis are to be made by a team member without the authorization of the CMT.

STANDARD SAFETY RECOMMENDATIONS AND GUIDELINES

Best practices World Orphans follows based on recommendations from the US State Department and various mission travel insurance sources:

- Register with the US Department of State Smart Traveler Enrollment Program. (World Orphans does this for all of our teams and travellers.)
- Purchase travel insurance. (World Orphans does this for all of our teams and travellers - the

coverage is primarily for medical and safety; there is some coverage for lost luggage and travel interruption/delay; there is not coverage for being unable to travel after committing to the trip.)

- Always be quick to heed the advice of World Orphans staff and partners. World Orphans Mobilization works with our in-country staff and partners to monitor real time updates. Be willing to adjust plans based on new information.
- Teams always stay together. (We realize it can be challenging to not be able to walk or run for exercise or to have time alone, but it is not safe for team members to walk alone or even in small groups.)
- Do not use public ATMs.
- Be aware of your surroundings.
- Avoid large crowds and demonstrations.
- Follow the instructions of local authorities.
- Avoid being out at night. (Country specific - defer to instructions of World Orphans Mobilization and in-country staff/partners.
- Always/only use the transportation that has been arranged for your trip. Do not use public transportation.
- Do not display signs of wealth, such as wearing expensive watches or jewelry.
- Keep a low profile.
- Dress conservatively (no shorts, no tank tops)
- Leave your exercise routine at home, if you are unable to do it indoors, there will not be space to safely/appropriately exercise.
- Act conservatively/quietly to avoid bringing unnecessary attention to the team.
- Avoid taking lots of pictures, especially selfies.
- Avoid raising your voices and disruptive conversation levels.
- Be mindful about how you can blend in and not draw attention to yourself.
- Take cues from and follow your local leader and be observant of his/her behavior in regards to interacting with nationals.





BEFORE YOUR TRIP: FUNDING

FINANCIAL POLICIES

World Orphans is committed to good stewardship and financial integrity for our ministry. These policies are made and upheld in the spirit of working together to be the best stewards possible of our resources.

- Team members are responsible for all fees incurred on their behalf once a trip application and deposit are submitted. Please note that submitting an application and deposit commits team members to funding their trip either through personal monies or through fundraising. To be good stewards of our resources, World Orphans cannot allow a team member to travel who is not fully funded before the trip departs.
- If Word Orphans is purchasing airline tickets, 50% of the trip cost or the actual cost of airfare is required before airfare will be purchased for team members. If a ticket is reserved, but an individual has not committed to the trip by submitting their deposit and 50% payment, World Orphans staff will not proceed to purchase the ticket and will cancel all travel reservations. Please review the Cancellation Policies for further details.
- All monies received for trips will be applied to the trip budget as deemed appropriate by World Orphans. These monies cannot be managed by a volunteer or donor once received. While most funds come with a preference for an individual team member, ultimately all support raised goes towards the overall trip cost, not just the specified individual.
- Due to IRS regulations, World Orphans is not able to refund any monies once we have received the funds.

- Any funds that a team member raises above their individual trip cost goes to other trip expenses or World Orphans general ministry expenses.
- Estimated trip cost will vary based on the balance of preparation between the US church and World Orphans. The trip cost may include international travel, in-country transportation, travel insurance, food and water, lodging, ministry expenses (in-country), visa and/or airport taxes, and team leader cost. There will always be a 10% administrative fee on funds that come through World Orphans. Items not included in trip expenses include, but are not limited to: passport fees, shots, postage for fundraising, passport photos, internet usage, phone calls, souvenirs, and sightseeing trips.
- World Orphans will work hard to provide an accurate estimate of the trip cost, but all trip costs are estimations as airfare can change, conditions in-county may change, and exchange rates may fluctuate. Team members will be responsible for the actual cost of the trip plus the 10% administrative fee.
- World Orphans reserves the right to distribute trip funds in a way that best fulfills the overall goal of the team, meets the needs of the individual team members, and exhibits good stewardship of all finances entrusted to World Orphans.

Note: Side trips such as safaris and other excursions for pleasure are NOT tax-deductible. Details will be handled on a trip-by-trip basis.

FUNDING YOUR TRIP ON TIME: GUIDELINES

A deposit is due to reserve your spot on the team. The Mobilization Department will establish funding deadlines for the team as follows:

- Deposit due within one week of team invitation
- 50% of trip cost due by established date for purchase of airline ticket
- 75% due 1.5 months before departure
- 100% due 3 weeks prior to departure
- Acceptable payments include check or credit card
- All checks made payable to World Orphans

ONLINE FUNDRAISING

World Orphans provides an online fundraising tool that team members can use to raise funds for their trip. If your team is using this tool, upon completion of the application process, you will receive instructions via email on how to set up your personal donation page.

Features of this online fundraising tool:

- A brief description of the trip and why the team member feels called to participate
- Individual link to page that can be shared via email and social media
- Up-to-date status of financial donors and gifts

The point is this: he who sows sparingly will also reap sparingly, and he who sows bountifully will also reap bountifully. Each one must do as he has made up his mind, not reluctantly or under compulsion, for God loves a cheerful giver. And God is able to provide you with every blessing in abundance so that you may always have enough of everything and may provide in abundance for every good work.
2 CORINTHIANS 9:5-8



FUNDRAISING IDEAS

Be prayerful about how you can put money towards your trip. Ask God if there are ways you can raise money by working an extra job or small side jobs. Maybe you can give up coffee or eating out in order to put that money towards the trip instead. Prayerfully consider how **you** might make sacrifices in addition to asking people to support you financially.

The opportunities to raise funds for your trip are endless. We encourage you to see the fundraising process as an opportunity to tell a story—the story of the impact the Gospel is making around the world, what God is doing through World Orphans, and the role you and your team are playing. Below are some ideas that previous team members have found successful. Use these ideas or come up with your own. We hope you will have fun, be creative, and enjoy using your gifts and talents!

Send a support letter to friends, family members, co-workers, and anyone else that you can think would be interested in partnering with you. World Orphans can provide a sample support letter for use upon request. Follow up each letter with a phone call to discuss. When donations arrive, be quick to respond with a thank-you letter.

Photo Shoot: Know a professional photographer who wants to help? Offer family photos at a set cost at your church on a Saturday or Sunday. Work with the photographer to set a price and schedule appointments. Make sure you are clear on who is covering the cost of printing photos.

Advertise at church, work, school, in your family, etc. that you're willing to work to raise money for your trip. Often, when people know you're raising money for a trip, they are glad to pay you to do those jobs that they don't want to do: rake leaves, clean windows, mulch the flower beds. Be creative. See what people need.

Host a get-together: Have people come to your home for coffee and dessert; tell them about what God is calling you to do, what World Orphans does, the trip you're going on, and how they can support you through their prayers and finances.

Hold a garage sale and advertise that all proceeds will go to World Orphans. Ask your friends, family, or church members to donate items to sell.

Haircuts: Know a professional hairdresser who wants to help? Advertise \$15-20 haircuts at your church. Schedule appointments and have room for walk-ins to wait. Use the wait time to tell people about your trip.

Ask for a meeting with a pastor/elder/leader at your church: Tell them about World Orphans and the trip you'll be taking. Ask if you can have time to share with the congregation and/or set up an informational table in the lobby to talk with people between services.

Use social networking to get the word out about your trip and gather supporters you may not reach otherwise.

Offer products to sell that you create: Design t-shirts, jewelry, or other items to sell. These items can be used as conversation starters and will help you get the word out about your trip.

Party Hosts (Pampered Chef, Mary Kay, Avon, etc.): Know a representative who wants to help? Talk to them about doing a party where a portion of the proceeds go to your trip. You host the party, the representative gives a presentation about the product, and you give a presentation about World Orphans and your trip.





BEFORE YOUR TRIP: DISCIPLESHIP

Making time to prepare your heart for your trip is one of the most important aspects of trip preparation, as individuals and as a team. Whether it's your very first trip or you've been many times before, we strongly encourage making time to pray, think, and talk through heart preparation. As mentioned on page 24, you will receive an email about online discipleship content you'll work through as a team.

Note to experienced team members: Even though it's likely you have worked through this material before, please don't toss the handbook aside! We encourage you to help your team leader by sharing the responsibility for shepherding and encouraging team members who have not traveled before or been on a World Orphans trip before. We also encourage you to take responsibility for digging deeper on a personal level to explore what God is doing in your heart, particularly in regards to this trip. See the list of Additional Resources at the back of the handbook. Talk with your team leader about how you can best prepare for your trip. Feel free to contact your World Orphans church partnership director to brainstorm the best discipleship resources for you and your team.

EXPECTATIONS AND ASSUMPTIONS

An **expectation** is something we're planning on, looking forward to, or regarding as likely to happen. An **assumption** is a belief taken for granted. Expectations are stabilizing and motivational factors when they are communicated and understood by the appropriate parties.

They are dangerous and potentially deadly when they are assumed. Unrealistic expectations and assumptions are a major source of missionary stress and contribute to a host of problems and misunderstandings.

The following is an exercise designed to help you and your team identify expectations and potentially dangerous assumptions. World Orphans highly recommends discussing this exercise as a group; it's a great team building exercise.

- First, try to identify your expectations for as many of the areas on the following page as you can or as are appropriate for your short-term team. Write a brief statement that expresses either what you are planning on, looking forward to, and/or regarding as likely to happen.
- Second, read through them again and circle those that may be assumptions. What isn't based on facts or a shared understanding with those you intend to serve?
- Finally, note those you need to talk about with your team leader, team members, World Orphans Mobilization Department, or your in-country church partner.

YOUR PERSONAL LIFE

What are you expecting in terms of:

- Your lodging accommodations (hotel, guesthouse, neighborhood, etc.)?
- Your itinerary?
- The demands of the daily schedule?
- How you will recharge/maintain your energy for the duration of the trip?
- The amount of free time you'll have and what you'll get to do with that free time?
- The biggest sources of stress?
- How the trip will affect you?

YOUR PERSONAL MINISTRY

What do you expect:

- Will be your primary responsibility?
- In terms of what group of people you'll spend the majority of your time with (church/church leadership, children, people in the community, etc.)?
- You will succeed at?
- Your church's expectations are for you?
- Your supporters' expectations are for you?

LANGUAGE AND CULTURAL LEARNING

What are your expectations in the following areas? (Please read thoroughly through this section before answering, as opportunities for language learning will likely be minimal during your short trip:

- To what extent do you intend (or do you expect to be able to) immerse yourself in the local culture?
- How do you anticipate dealing with parts of the culture that make you uncomfortable?
- What do you think will be uncomfortable (from what you know now)?
- How will you learn language and culture?
- How much language do you want to learn?
- How much, if any, language preparation do you plan to do before going, and how do you feel about that?
- How much structure or guidance do you think will be available for learning language and culture while you are on the field?
- How difficult will it be for you to learn some basics of the language and pick up cultural cues?
- How will you feel about your teammates having an easier time of learning language and culture and/or interacting with your host and/or those you are serving? What if it's harder for them?

- How do you think nationals will respond to your attempts to speak their language?
- How will you handle not being able to communicate or only being able to communicate at a pre-school level?

THE WAY THE TEAM WILL FUNCTION

What are you expecting regarding:

- How your team will make decisions and on what kinds of issues?
- How much structure or guidance you think will be available from your team leader?
- How often you will meet as a whole team?
- How your leader will lead (what they will provide to you and expect from you)?
- The level of friendship you will develop on your team and how much time you will spend together?
- The degree and nature of interpersonal tensions and stress you will experience among your team?
- The role you will play on the team?
- What your teammates are expecting of you?
- How your team will take care of itself and its members in the midst of a different (and potentially difficult) cultural environment?

WORLD ORPHANS, YOUR CHURCH, AND YOUR SUPPORTERS

What do you expect:

- The World Orphans Mobilization Department will provide for you?
- Your church will provide for you? Do you expect to be in touch with them while you are out of the US?
- Your supporters (financial and/or emotional; friends, family, etc.) will provide for you? Do you expect to be in touch with them while you are out of the US?

MAJOR PERSONAL AND TEAM ACCOMPLISHMENTS BY THE END OF YOUR SHORT-TERM TRIP

- What do you expect to happen as a result of this short-term trip in your life, heart, and perspective?
- What do you expect to happen as a result of this short-term trip in the lives of those you meet (church partner, children, caregivers, community members, etc.)?
- How will your team serve the long-term purposes of the HBC Program?
- What are your expectations concerning this short-term experience's connection to future long-term ministry in your life?
- What impact will this short-term experience have on you once you return?
- Who are the people you expect to share your experience with, and how do you expect to share it with them?

BEING A BRIDGE BUILDER

As a short-term team member, you are plopped down in a culture quite different from your own. The behavior, values, and beliefs of the people may differ greatly from those familiar to you. With time, you may come to notice the common denominators between yourself and your hosts, but the differences will hit you first. Cultural differences might be pictured using the following demonstration. There are two cliffs: on one side is the North American way of life, and on the other is the way of life found in your host country. A large chasm looms in between. In order for the two cultures to meet and understand one another, a bridge connecting the two sides must be built.

Imagine your upcoming journey as an apprenticeship in bridge building. You can lay the beam, erect scaffolding, and forge cables that make

communication between your worlds possible. Surprise your host community with your bridge building initiative and you will find their hands joining yours. Building the bridge involves a number of things you can think through before going, as well as others you can work on while you're there. Unfortunately, some people go on short-term trips and never work at building the bridge. They deprive themselves of some very important personal experiences, which tragically limits their understanding and restricts their growth.

Bridge building is an exciting challenge! In fact, we believe you will come to appreciate the rewards of it so much that you will continue to build bridges for the rest of your life.

When you arrive in the host country, you will be viewed in a certain way because you are a North American. Doesn't seem fair, does it? But is there an element of truth in these views? Think about the stereotypes that follow and then answer the questions.

EXAMPLES OF STEREOTYPES NORTH AMERICANS OFTEN HAVE ABOUT PEOPLE IN OTHER COUNTRIES

- **Negative:** Inefficient, needing help, unclean, uneducated
- **Positive:** Interdependent with family, spiritual

EXAMPLES OF STEREOTYPES OTHERS OFTEN HAVE ABOUT NORTH AMERICANS

- **Negative:** Aggressive, tense, discontent, lonely, corrupt, wealthy and materialistic, dominating, loud and obnoxious, overbearing, competitive, self-centered, attitude of national superiority,

- preoccupied with efficiency and practicality
- **Positive:** Educated, reliable, strong individuals, secure in life, free of superstition, confident, organized

You cannot change the fact that you are a North American. You will be perceived stereotypically from time to time. That is not all bad. Stereotypes can have some merit and facilitate understanding. As you know from experience, not every individual embodies all the characteristics of a particular stereotype. To be a bridge builder, you need to understand the reasons behind stereotypes. We bomb the bridge when we judge people without attempting to understand or allow them a chance to explain themselves.

BRIDGE BUILDING INVOLVES THE FOLLOWING APPLICATIONS:

- **Accepting:** Accept the fact that you will not completely understand the people in just one trip. This is just a beginning, so don't become too frustrated with yourself.
- **Awareness:** Be aware that at times you may feel your prejudices. You may become frustrated with the way things are or the way people behave. Don't deny your feelings; own them. Only then can you begin to understand the reasons behind them. Why are you frustrated? Being aware will help you grow in understanding the differences.
- **Listening:** Listen more than you talk. You are there to learn, not to instruct. The right to instruct is earned by demonstrating respect.
- **Giving:** Give of yourself. Take the initiative in group settings to reach out to the nationals. People tend to shy away from contact with nationals, especially if they aren't fluent in the language. Take a risk and try to speak the language. People will really appreciate the effort. And don't worry; they'll forgive you when

- you make mistakes. You may end up laughing with them about the mistakes!
- **Enjoying:** Enjoy the people, their culture, and their language. If you don't take yourself too seriously, you can have more fun. Help create an environment where they can enjoy you and your culture and language just as you aim to enjoy theirs.

BRIDGE BUILDING INVOLVES REMEMBERING YOUR ROLES

There are three roles you will play that contribute to your ability as a bridge builder:

1. The role of being a *guest* of the culture

Think of being a guest in someone's home. How would you behave, react, interact, etc.? Or conversely, what expectations would you have of a guest in your home? What might please and/or irritate you?

2. The role of being a *student* of the culture

Think of yourself as a person who is there to study and learn. How does a student in school get an A? What behaviors contribute to success?

3. The role of being a *servant* within the culture

Think of being a person who serves everyone he or she encounters in the country. How does a servant approach those he or she serves?

How does a servant handle differences in others?

SOMETHING TO CONSIDER:

How do you think it's perceived when Americans are constantly taking pictures?

CULTURAL SENSITIVITY

When we travel, we are, in a sense, ambassadors of our own country, and our behavior shapes observers' perspectives of our homeland. For those who are followers of Christ, Paul reminds us in his letter to the Corinthian church that we are also ambassadors for Christ (2 Corinthians 5:20). We have a high standard for our lives because we're called to represent Jesus and our citizenship in heaven trumps our citizenship here on earth.

As you prepare to visit another culture, these tips will help you and your team be more effective witnesses for the redeeming love of Jesus.

LEARN BEFORE YOU LEAP

Giving the "thumbs up" is acceptable in our culture, but it is considered extremely offensive in Iran. Eating with your left hand is considered an ambidextrous skill in many American homes, but would be revolting to people from African countries. Serving finger foods at a party is what good hosts do in the US, but this would create an awkward situation for many Bolivians, since they rarely eat food with their hands. Each of these is considered a *faux pas* (literally meaning 'false step' in French) and has the potential of causing you (and your mission) to stumble. Don't let months of preparation and team training be undermined by a cultural

faux pas that could have easily been researched prior to arrival. While you can search *faux pas* on wikipedia.com and find etiquette for most countries around the world, it would be ideal to have a conversation with your team leader to learn local customs and etiquette.

CONSIDER YOUR CLOTHES

Americans often dress casually. Sweatpants, baseball caps, flip-flops, and T-shirts are all familiar words in our lexicon. But in many places around the world, our knack for the casual is frowned upon. Are you unsure about what to wear? Your team leader or country host will give you more details based on where you are traveling to, but modesty and respect are two key issues. For both men and women, shorts, low-cut tops, and exposed shoulders are inappropriate. On ministry/sports days, capri pants or long shorts to the knees are acceptable. On Sundays, women should wear long skirts to church and men should wear nice pants and a collared shirt.

SPEAK THEIR LANGUAGE (AT THEIR VOLUME)

Though many places around the world are familiar with English, people feel respected when you try to speak their language. Simple phrases like, "Hello," "What is your name?" and "Thank you," are crucial when traveling to a different country. Your willingness to engage in learning someone's language will more than make up for your lack of fluency and poor pronunciation.

The volume of your words is also important. Other cultures are very aware of their volume, making it a point to speak softer rather than more loudly. This can be tough, especially when you have a large group, but be aware of your volume when you are talking. Always try to match the nationals in your surrounding.

EAT THEIR FOOD (WITH A SMILE)

This can be tough for many, especially when you are traveling to remote places. While staying with the Cabecar tribe in the jungles of Costa Rica, our team ate roasted pig for four days straight. It sounded exotic, until we found out that they didn’t have refrigerators and re-cooked the maggots off each day. Though we were tempted to say we were vegetarians and just eat the rice, our indigenous missionary partner explained, “Killing the one pig they own and presenting it to you is the most generous gift offering this tribe can afford. If you were to refuse it, we would have to leave.”

Food etiquette needs to be researched before visiting a region. While it would be considered rude to not finish the entire plate of rice and pig in Costa Rica, actually finishing your food in some parts of Asia communicates the opposite message (that the host did not offer you enough). You’ll never know unless you do your homework.

BE HUMBLE (BECAUSE YOUR COUNTRY ISN’T BETTER THAN THEIRS)

When you’re tired and out of your comfort zone, it is easy to get frustrated with the driving, the trash on the streets, the lack of hot water (or any water) wherever you are staying, and the unpleasant smells. It is human nature to believe that we do things better than other people, and this belief is magnified when you visit other cultures.

You have a choice. *You can focus on your belief that the American way of doing things is best, or you can choose to enter into another culture in the same way that Jesus became incarnate—with great humility.* We sometimes forget that God left the comfort and splendor of heaven and became human, only to be mocked, tortured, and killed. Emulating Jesus’ humility is not a recommendation; it is an imperative. In John 20:21, while they are locked behind closed doors, Jesus says to his disciples, “Peace be with you. As the Father has sent me, so I am sending you.”

Let’s allow ourselves to be sent the same way that Jesus was sent. Let’s enter into the uncomfortable realities of others’ lives with great humility. When it gets tough and when we’re in those uncomfortable moments in another culture, let’s remember Luke’s record of Jesus’ words in Acts 1:8: “But you will receive power when the Holy Spirit comes on you; and you will be my witnesses in Jerusalem, Judea and Samaria, and to the ends of the earth.” Thankfully, we’re not sent out alone or ill-equipped.

Sams, Drew (11/24/2009) Round Trip Missions. *Christianity Today International*, RoundTripMissions.com. Used with permission.

PHOTOGRAPHY

As we think about cultural sensitivity, we have to think about photography. Before taking a picture, please consider how you would feel if someone came to your home, yard, or community and started taking pictures of you without your permission. How would that make you feel?

World Orphans Photography Policy:

- Be culturally sensitive. Ask World Orphans staff for clarity when needed.
- Respect the dignity and privacy of those photographed. Be respectful; don’t assume you are entitled to take every photo. Conceal your camera as much as possible when not taking photos.
- Photograph others as you would want to be photographed. If in doubt, don’t take the picture.
- Show the joy of the trip, not merely the devastation. Orphaned and vulnerable children are not without hope. Hope is found in Christ.
- Be aware of the negative stereotype of “poverty tourism” or “voluntourism” and avoid enforcing that stereotype.
- Keep in mind the focal points of World Orphans wholistic care model: physical, mental, emotional, spiritual health.

DEALING WITH CULTURE SHOCK

When entering a new environment, dealing with the unfamiliar can make some people very uncomfortable. The following section discusses the triggers, stages, symptoms, and means to overcome the effects of culture shock.

Walking off a plane to be greeted with kisses by five strange men. Squatty potties with no toilet paper. Being yelled at in strange languages. Getting lost in a village. Old men in Speedos. Sitting in a Swahili church service for two hours. Dinner at 9 pm. Slow internet connections. Two words encompass all of these wonderful and terrifying experiences: culture shock. It’s a concept that is very difficult to define, describe, or explain. The stories about culture shock may incite laughter, shock, or pity. Culture shock, though, is the process of discovering another culture’s social structure, sense of space, language, way of thinking, interaction with nature, rhythm, and priorities.

WHAT IS CULTURE SHOCK?

It is the feeling of frustration and anxiety when familiar cultural cues are lost. When an individual enters a strange culture, all or most of these familiar cues are removed. He or she is like a fish out of water. No matter how broad-minded or full of good will he may be, a series of props have been knocked from under him. This is followed by a feeling of frustration and anxiety. People react to the frustration in a variety of similar ways.

SYMPTOMS OF CULTURE SHOCK

Loss of environmental control:

- Excessive concern over food and drinking water
- Fits of anger over delays and other minor frustrations
- Fear of being cheated, robbed, or injured
- Obsession with minor pains

Loss of control over social support systems can lead to:

- Withdrawal
- Refusal to learn language
- Desire for dependence on long-term residents of one’s own country
- Excessive sleeping
- Longing for home

TRIGGERS OF CULTURE SHOCK

- Language barriers (verbal and nonverbal)
- Lack of personal space
- Time change
- Unusual foods and shopping experiences
- Discomfort
- Lack of cleanliness
- Seeing poverty
- Fatigue

STAGES OF CULTURE SHOCK

Stage 1: The Honeymoon:

- The newness is exciting. Everything is a new, interesting adventure.

Stage 2: Culture Shock:

- The excitement is gone. Everything is just so different.

- Questions emerge about how to relate to everyone around you.
- Unresolved problems may surface. You may feel bored, frustrated, and isolated, or you may experience a temporary loss of control over emotions.
- Differences become apparent and irritating. Problems occur and frustration sets in.
- You may feel homesick, depressed, and helpless.

Stage 3: Surface Adjustment:

- It's starting to make sense.
- You can communicate basic ideas and feelings.
- You make some friends and feel more comfortable with people.
- You develop strategies to cope with difficulties and feelings and learn to adapt to the host culture.

Stage 4: Feeling at Home:

- Accept new culture as just another way of living.
- You may not always approve of it, but you accept and understand differences.
- You have made real friends.
- You accept and embrace cultural differences.
- You see the host as your new home and don't wish to depart or leave new friends.

REVERSE CULTURE SHOCK

- Re-entry back into the home culture. (See "Debriefing Your Trip" for more details.)
- You are excited about returning home.
- You may feel frustrated, angry, or lonely because friends and family don't understand what you experienced and how you changed.
- You miss the host culture and friends and may look for ways to return.
- You gradually adjust to life at home. Things

start to seem more normal and routine again, although not exactly the same.

- You incorporate what you learned and experienced abroad into your new life and career.

WAYS TO OVERCOME CULTURE SHOCK

- Keep a journal. It may help you keep some perspective on your experience. Focus on the good things that are happening as well as those that bring laughter and joy. Journals are an excellent way to not only help you prepare for a trip, but also to experience, and process the trip while on-field as well as process and debrief when the trip is over.
- Do not isolate yourself. Talk with others who have experience in this. Pray together.
- Talk to teammates and your team leader when you are having a difficult time. However, avoid hanging out with other people from your own culture who are disgruntled with the host culture and spend their time complaining.
- Remind yourself that rough and stressful times are part of the learning experience.
- Have an open mind and keep your sense of humor.
- Be prepared to accept whatever comes along.

QUESTIONS FOR REFLECTION

- Have you ever experienced culture shock before? If so, how did you handle the emotions you were feeling?
- If you have not experienced culture shock, how do you normally respond when you are in a new environment, completely out of your comfort zone? How do you cope in that situation?
- What mental attitudes can you practice during your journey to help yourself get through the emotions associated with culture shock?





AFTER YOUR TRIP: DEBRIEFING

What happens now that you’re home from your trip? Perhaps you’re glad to be home, yet you might miss your team and the new people and place you feel like you fell in love with. What’s the most important thing to keep in mind? It is okay that it feels kind of weird to be home! Don’t try to cut the process short. Pray, journal, talk with people, but don’t rush the process of debriefing your trip and sorting out what the Lord is calling you to do differently.

Stages of reverse culture shock:

- Stage 1: FUN (honeymoon)
- Stage 2: FLEE (avoidance)
- Stage 3: FLIGHT (anger, criticism)
- Stage 4: FIT IN (tolerance of differences)
- Stage 5: FRUIT (the ultimate goal)

STAGE 1: FUN (HONEYMOON)

“I’m so glad to be home!” The fun stage of returning home from a short-term mission (STM), whether that is to another country or just across town. You can sleep in your own bed, eat the food you want, go to Starbucks and get whatever it is that makes your daily routine yours. You feel changed in your life, your relationship with God, and your vision of the world. You’re ready to do things differently.

Common thoughts:

- “I can’t wait for a hot shower.”
- “I really missed you.”
- “I never thought a hamburger would taste so good.”

STAGE 2: FLEE (AVOIDANCE)

The flee stage has to do with your expectations of being home not matching up with reality. Even your closest friends and family, after asking about your STM, will tend to glaze over after 45 seconds of you sharing your experience. You feel alone and miss the community you experienced with your team. People might seem preoccupied with petty concerns and easily depressed by silly issues, especially compared to the faith in God, joy, and community you witnessed on your STM. You wish you could return. Somehow life felt more real, more solid, and more significant there than it does back home.

The result is that you want to be with the people who understand what happened, the people who were on the STM with you. This tends to lead to a lot of picture parties, Facebook posts, and emails, trying to make contact with your team members. The pressures of being back in a context so different from the STM are kept at bay with anything that will keep you connected to the reality of what happened there and delay the forgetting process.

Common thoughts:

- “Everyone here is so busy. Life seems so fast.”
- “I hate the freeways.”
- “No one seems to be interested in my experience. They only ask me, ‘How was your trip?’ I try to tell them it wasn’t just a trip, and they don’t get it.”
- “I want to talk to or be with someone who really understands.”

STAGE 3: FLIGHT (ANGER, CRITICISM)

The flight stage has to do with misplaced passion. The world you returned to seems so different than the one you left, and it is certainly far from the world that you encountered on an STM. You want to do everything in your power to change your home context to something that reflects your STM experience! You may find yourself feeling depressed about life. People seem indifferent to what you now see as the real issues in life. Even the church seems to foster a self-indulgent, self-preoccupied spirituality. Money dominates everything. You're becoming highly critical of life in North America and speak out against what you see. When you're silent, you find yourself feeling spiritually superior, like you understand better than others. As we try to fight against our home culture, we tend to do it in rather insignificant ways. For example, you may vow to not wear a watch because on your STM people were not worried about time. Maybe you stop taking hot showers to prove to your home culture that we do not need such luxuries when there are so many who do not have them.

Common thoughts:

- *“People seem to take their faith so much more seriously over there.”*
- *“My church service seems so passionless.”*
- *“I will show my home culture how silly our priorities are here in comparison to the rest of the world.”*
- *“People are more interested in expanding their savings account than in saving the lost.”*

STAGE 4: FIT IN (THE PRESSURE TO BE NORMAL AGAIN)

Suddenly it is not fun to be home anymore; it is just normal. You find you can't flee from your daily life. You have to re-engage in your family, work, and school. And although you are still passionate, it doesn't make sense to not wear a watch. You find yourself tired of being different and you want

to fit in again. The pressure of responsibilities has taken hold and it's simply too hard to stay focused on your experience over there. The memories are beginning to fade, and you haven't been able to find ways to live differently in light of what you've experienced. You intended to keep up with your team better, but have barely had time to do much of anything.

You find yourself longing for another short-term mission trip. Maybe that will help you recapture the feeling of your life counting for the Kingdom that you experienced before. That might stimulate your spiritual growth and draw you back into a sense of community.

Common thoughts:

- *“I can't live here like people do there. I tried to live differently, but it's impossible.”*
- *“The cost of living is so much higher here. I have to accept it.”*
- *“I'm losing all my friends because they view me as a mission fanatic.”*

AN ABORTED PROCESS: (UNDESIRED GOAL)

Unfortunately, many people stop at this stage. This ends their re-entry process; their trip fades into a distant memory. However, they know that there was something good going on and want to capture it again. Perhaps they go on an STM the next year, and the next. For ten of the 365 days of the year, they feel like they are doing the right thing in their life. However, they come home and experience the fun, flee, flight, and fit stages, and nothing about their normal life ever reflects what God is trying to teach them during an STM. The process is aborted, and the money is spent, rather than invested, because there is no multiplication.

STAGE 5: FRUIT (THE ULTIMATE GOAL)

From the moment you begin the process of preparing for an STM, this stage should be your ultimate goal in the re-entry process. This is

when you intentionally put what you have learned into practice in your everyday life. It's an action-centered celebration of what God has shown or taught you during your trip.

This last stage requires implementing deliberate and purposeful change in all aspects of your life: spiritual, financial, physical, emotional. Perhaps you will not implement all the changes at the same time, but certainly in the areas where God has shown you that He has something different in mind for you. How do you know where and what that is?

Fruit cannot be mandated. What your fruit will look like is connected to where you are in your Journey with God and what He has for you. It will surely look different from your teammates', but the key is that something happens. Perhaps it is being nice to a co-worker or family member for the first time in a long time. Perhaps it is to become a full-time missionary. Perhaps it is to get involved with the Boys and Girls Club in your town. Whatever it is, it is important that you act on it, and do it. Generally, this will not be a magical change that falls out of the sky, but one that you intentionally implement in your life.

As a reminder, this should be one of your primary goals from the very inception of the STM. It should be right up there with raising funds and bringing your knowledge of Christ to another part of the world. When you recognize this critical component of your STM, you will be able to raise it up in prayer to the Almighty from the beginning.

Ask Yourself:

- *“How is my life going to be different?”*
- *“What is God working on in me through this experience that will change how I live for his Kingdom?”*
- *“How will I bear fruit from this experience?”*



DEBRIEFING EXERCISES

THIS SESSION'S ASSIGNMENT

What do you want to see God do in your life after you return home from your Journey? Share this with a mentor and/or an accountability partner before you go on your trip.

TEAM DISCUSSION (FOR CONFERENCE CALL)

As you read, getting to the final stage of the re-entry process requires a lot of intentional effort on your part. Nobody else can do this for you. Aside from participating in the post-trip Journey debriefing calls, what other things should you do to ensure that you don't miss out on the life-changing aspect of this experience? What initial thoughts do you have about what your fruit may look like in the realm of orphan advocacy as a result of this trip?

At the end of your Journey, you will spend some time with your team discussing these questions and personally examining your Journey experience. You will be instructed on how to proceed with these questions.

- In 15 minutes, write down as many thoughts as possible about the trip. Include pre-trip preparation and training, your concerns and fears before you went, and your observations and feelings about the experience on the field.
- Pick three items from the previous exercise that have been key to your experience. Describe them in more detail and tell why they were key experiences, thoughts, or feelings.
- Write down five things you really liked about the culture.

- Write down five things you really did not like about the culture.
- Through this experience, what has God said to you about your life in the US?
- Through this experience, what has God said to you about your walk with him?
- Through this experience, what has God said to you about his heart for the orphan?
- In light of this mission experience, what are some ways you want to change?
- Now that you've had an overseas experience, do you have a tendency to be critical of your home church or other ministries in the US? If so, why? How can you work through these feelings in a godly way?
- How do you feel about your involvement on behalf of the orphan now that you have had this experience? What do you feel God is asking you to do as a result of this Journey? Write an action plan to carry out these ideas.
- Write down an outline for two or three stories or experiences that you wish to share in your home country. Come up with various versions of the story: a 30 second version, a three minute version and a one hour version. Pray about who God would want you to share your extended version with when you return, keeping in mind that most people will only get the 30 second or three minute version.
- Write short thank-you notes to:
 - Your home church/group/whoever supported you with finances and prayer
 - Key family members or friends that supported you and encouraged you to participate in this Journey
 - Your team leader



COVENANTS, POLICIES, STATEMENTS, RELEASES, AND CONTRACTS

Statements teams members agree to with an electronic signature as part of the World Orphans Trip Application and via DocuSign.



VISITOR AND TEAM MEMBER COVENANT

In the spirit of protecting and honoring the church, child, and community you are visiting, as well as you, your team members, and your leader, we ask you to adhere to the following guidelines during your visit:

- Visits to World Orphans projects as well as families and children being served by World Orphans churches are allowed only when accompanied by a host church staff member, team leader, or World Orphans staff member.
- I will dress in an appropriate and modest manner, follow instructions of team leaders, and strive to be culturally sensitive at all times.
- I will refrain from alcohol at project sites and during ministry activities and when there is any potential for offense.
- I will remember that I am a guest working at the invitation of a local pastor. I will respect the authority of the host church (and any families living on church property). I realize that our team is here for just a short while, but that the local church is here for the long term. I will respect their knowledge, insights and instructions.
- I will be open to learning other people's methods and ideas.
- I will respect the host's view of Christianity. I recognize that Christianity has many faces throughout the world, and that the purpose of this trip is to witness and experience faith lived out in a new setting. I will share my faith in an appropriate manner while on the mission field.
- I will develop and maintain a servant's attitude toward all nationals and my teammates.
- I will respect my team leader(s) and his/her decisions.

- I will refrain from gossip. (You may be surprised at how each person will blossom when freed from the concern that others may be passing judgment.)
- I will refrain from complaining. I know that travel can present numerous unexpected and undesired circumstances, but the rewards of conquering such circumstances are innumerable.
- I will try to be creative and supportive.
- I will respect the work that is going on in the country with the particular church(es) or person(s) with whom we are working. I realize that our team is here for just a short while, but that the local church is here for the long term. I will respect their knowledge, insights and instructions.
- I will refrain from negative political comments or hostile discussions concerning our host country's politics.
- I will remember not to be exclusive in my relationships. If my sweetheart or spouse is on the team, we will make every effort to interact with all members of the team, not just one another.
- I will refrain from any activity that could be construed as a romantic interest toward a national. I realize certain activities that seem innocent in my own culture may seem inappropriate in others.
- Monetary gifts to the church must have prior consultation with and authorization from World Orphans. The method for how the gift exchanges hands will be decided by World Orphans and the partners depending on the circumstances and nature of the gift.
- Under NO circumstances should a monetary gift of any amount be given directly to children or families in the community - it is of the utmost importance that all funds go through the local church.

- Non-monetary gifts of candy, clothes, shoes, toys, etc. may be given to children and/or church staff with permission and coordination of the local church leader/pastor and team leader. If gifts given to children, all children must receive similar gifts.
- Be careful to show attention to all of the children, not just a choice few. All are in need of your love and friendship.
- Be cautious with the exchange of contact information. On an initial partnership trip we recommend only leaders from the US church exchanging contact information with leaders from the international church. As the partnership develops it will be appropriate for US church members to communicate with members of the international church, but still exercise caution and do so under the guidance of World Orphans and US church leadership. We recommend not exchanging contact information with community members not associated with your international church partner.
- Be cautious with discussion of future contact or support. On-going communication and repeat trips are part of partnership, but please be very sensitive and do not imply or make promises that could result in disappointment if not delivered.

Failure to comply with the terms of this covenant may negatively affect future World Orphans partnerships and projects, impact local church relationships, endanger children, and tarnish the image of the witness of Christ in the community. Violations may result in restriction of future visits and involvement with World Orphans projects.



WORLD ORPHANS TRIP CONTRACT

DESIRE TO PARTICIPATE

By agreeing to this contract, I indicate that I would like to participate in a World Orphans trip, and I plan to obtain the funds necessary to do so. In the event that I do not participate in the trip, any charges incurred for me or on my behalf will be deducted from my account, and I will be responsible for any deficit. I will pay any deficit within (30) days following notice to me of the amount of such deficit. Gifts to World Orphans become the sole property of World Orphans. A gift to World Orphans is a charitable contribution for federal income tax purposes to the extent permitted by law. Tax-deductible gifts cannot be refunded. In the event I do not participate in the trip, gifts to World Orphans will go to support other members of the trip.

PERSONAL CONDUCT

Additionally, I intend to abide by all agreed upon World Orphans covenants and policies before and during the trip, I understand that failure to do so may result in disciplinary action, including dismissal from the trip. If dismissal occurs while on the field, I will be sent home immediately at my own expense. While it is not possible to list all of the behaviors that are deemed unacceptable as a team member, I understand that the following are examples of infractions of rules of conduct that may result in possible removal from the team before or during a trip:

- Possession/distribution/sale of illegal drugs
- Excessive absenteeism from pre-trip training activities
- Violation of agreed upon World Orphans policies
- Unsatisfactory or inappropriate conduct
- Sexual or other unlawful harassment.
- If World Orphans deems me ineligible to continue participation in the trip, all donated funds intended for my trip expenses will be used towards other team-related expenses or will go towards the general ministry of World Orphans.

CONFLICT RESOLUTION

I am a Christian and believe that the Bible commands Christians to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (see Matthew 18:15-20; Corinthians 6:1-8). Therefore, I agree that any claim arising from or related to this contract or any trip in which I participate shall be settled by biblically-based mediation and, if necessary, legally binding arbitration in accordance with the Rules of Procedure for Christian Conciliation of the Institute for Christian Conciliation. All such mediation and arbitration shall take place in Colorado Springs, Colorado. Judgment upon an arbitration award may be in any court otherwise having jurisdiction. I understand that these methods shall be the sole remedy for any controversy or claim arising out of this contract and I expressly waive any rights I have to file a lawsuit in any civil court for such disputes, except to enforce an arbitration decision.

CANCELLATION POLICIES

In the event that I do not participate in the trip, any charges incurred for me or on my behalf (airline cancellation fees, deposits, etc.) will be deducted from my account, and I will be responsible for any deficit. I will pay any deficit within (30) days following notice to me of the amount of such deficit. Gifts to World Orphans become the sole property of World Orphans. A gift to World Orphans is a charitable contribution for federal income tax purposes to the extent permitted by law. Tax-deductible gifts cannot be refunded. In the event that I do not participate in the trip, gifts to World Orphans will go to support other members of the trip and/or the overall ministry of World Orphans.

- Applicant must inform World Orphans, in writing, (email or letter) stating that he/she will not be participating in the trip.
- All trip funds are nonrefundable.
- Applicant must contact all supporters to inform them of his/her decision not to go on the trip, making clear that the monies raised will be retained in an account for any of the following:
 - A scholarship towards supporting others on the trip or general trip funds
 - Applied to the general ministry of World Orphans
 - In extenuating circumstances, application to another World Orphans short-term trip within one year (upon approval by World Orphans Leadership)
- Upon canceling a purchased airline ticket, the applicant will be responsible for any fees incurred that are in excess of the trip deposit:
 - If a ticket is refundable, the amount refunded (minus airline imposed fees) will be retained in the applicant's account for future use.

- Nonrefundable airline tickets will result in an airline credit voucher issued in the applicant's name. Applicant must use the voucher within one year of issue. Airline change fees and penalties may apply.
- Any expenses incurred in preparing for the trip (i.e. shots, passports, etc.) will not be reimbursed.
- After one year, unused mission account funds will be absorbed into the general account of World Orphans.

Note: If World Orphans cancels a trip due to safety concerns or lack of sufficient participation, funds raised will be used to cover expenses already incurred. Remaining funds will be held for up to one year for a future World Orphans trip. On a case-by-case basis, World Orphans will consider sending funds to another 501(c)3 for use on another mission trip, and/or sending the funds to applicant's home church for other ministry purposes.

RELEASE OF LIABILITY

I, (or my legal parent or guardian on my behalf if I am under 18 years of age), the undersigned, desiring to visit foreign countries with World Orphans and participate in a trip organized by World Orphans, do hereby release and forever discharge World Orphans, and its employees, officers, directors, and representatives from any and all claims for any and all injuries, losses, or damages I might have on or in any way relating to such trip, including, without limitation, those relating to my leaving the United States of America and visiting foreign countries, including my stay in any such foreign country, and my trip to and from any such country.

I recognize that the conditions in some of the places to which I will travel are not the same standard as the conditions to which I am accustomed (i.e., political environment and judicial systems). I realize further that there are certain health and detainment risks as well as other risks to me and my property. I enter into participation in this trip with knowledge of those risks.

Without limiting the release above, I acknowledge that I understand that World Orphans makes arrangements with airlines, hotels, and other independent parties to provide me with the services connected with the campaign. These parties are independent suppliers over whom World Orphans has no control. In the absence of gross negligence on World Orphans part, World Orphans is not responsible for any claims, losses, damages, costs, or expenses arising out of injury, accident or death, damage, loss, or delay of baggage or other property; or delay, inconvenience, loss of enjoyment, upset, disappointment, distress or frustration, whether physical or mental, resulting from (1) the act or omission of any part other than World Orphans or its employees; (2) mechanical breakdown, government actions, weather, or other

factors beyond World Orphans reasonable control; (3) my failure to obtain documents, passport, and health certificates valid through the date of re-entry, when required, in which case, World Orphans may assess a cancellation charge; (4) my failure to follow instructions, including, but not limited to, check-in and check-out times for baggage handling; (5) cancellation or change for any reason in the travel services offered; and (6) medical or health problems or physical disabilities. I understand that World Orphans reserves the right to cancel or alter the trip at its sole discretion.

The parties to the RELEASE are Christians and believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (Matthew 18:15-20; I Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this RELEASE shall be settled by biblically-based mediation and, if necessary, legally binding arbitration in accordance with the Rules of Procedure for Christian Conciliation of the Institute for Christian Conciliation. All such mediation and arbitration shall take place in Colorado Springs, Colorado. Judgment upon an arbitration award may be entered in any court otherwise having jurisdiction. The parties understand that these methods shall be the sole remedy for any controversy or claim arising out of this RELEASE and expressly waive their right to file a lawsuit in any civil court against one another for such disputes, except to enforce an arbitration decision.

MEDICAL RELEASE

I do hereby authorize any necessary examination, anesthetic, dental, medical or surgical diagnosis or treatment by any duly licensed physician or dentist and hospital service that may be rendered to me under the guardian, specific, or special consent of the temporary custodian of me; whether such diagnosis or treatment is rendered at the office of the physician or dentist, or at a licensed hospital. I authorize the physician or dentist to call in any necessary consultants at his/her/their best judgment as to the requirements of such diagnosis or medical, dental, or surgical treatment. It is further understood that those persons who have temporary custody of me will attempt to talk with the emergency contact via the telephone number I have provided.

PHYSICAL RELEASE

Daily activities for most destinations may include and are not limited to: extended periods of walking and/or hiking, moderate aerobic activities, physical work (painting, building etc.) and long vehicle trips on bumpy roads. Dietary and climate changes also add to the physical intensity of our trips as well as the high probability of, at some point, experiencing lack of sleep. Team members with potentially complex travel health needs are advised to consult a medical practitioner to ensure, and provide for, their ability to travel. By signing below, you certify that you have read and understand the physical stressors of traveling with World Orphans and agree that you are in adequate condition for participation in the aforementioned daily activities and are aware of and accept the disease risks of foreign travel. Signing below will also give permission for any, or all, personal health information on this application to be confidentially shared with World Orphans staff and church leadership.



STATEMENT OF FAITH

I believe:

- the Bible to be the Word of God verbally inspired and wholly without error in all that it declares and therefore is the supreme and final authority for faith and life
- in the one true triune God—Father, Son, and Holy Spirit
- in the virgin birth and the deity of Jesus Christ, the eternal Son of God, who is also the Son of Man
- that the death of Jesus Christ on the cross made atonement for the sins of the world, effective for all who repent and believe
- in the bodily resurrection of Jesus Christ, which insures the resurrection of all believers who have received God's gift of eternal life
- that Jesus Christ will physically and visibly return to earth for the second time to establish His kingdom
- that man was originally created in the image of God, that he fell into sin through the first Adam, and that he is responsible for all sin that causes him to be separated from God and lost eternally
- that the Holy Spirit indwells all who receive Jesus Christ as Savior and Lord
- that all Christians are called to good works and are in the world, but are separate from it
- that Christians are called to witness for Christ and to preach the gospel to all nations

CHILD PROTECTION POLICY

POLICY OBJECTIVES

- To protect the children in our projects
- To protect youth on our teams
- To protect team members and/or leaders from false accusations
- To educate and raise awareness so all team members are prepared to be aware, cautious, and provide mutual accountability

KEY COMPONENTS TO WORLD ORPHANS CHILD PROTECTION

- Careful selection and screening of team members
- Background checks
- Long-term relationship with churches to screen team members
- In-depth interview and reference process
- Acknowledgement of team members regarding this policy
- Supervision/mutual accountability

POLICY GOAL: MINIMIZE THE RISK OF CHILD SEXUAL ABUSE ON TRIPS

Summary: It is good, right, and healthy to love and encourage children being ministered to on a trip. We do not want to discourage healthy displays of love and affirmation. That being said, we want team members to know:

- The real dangers and reality of child sexual abuse.
- The inadvertent appearance of inappropriate behavior.
- World Orphans has zero tolerance for child sexual abuse. Any reports that a team member

has acted inappropriately or abusively towards a child on a trip (both national children as well as youth team members) will be taken very seriously by World Orphans and investigated to the fullest extent necessary.

We want to encourage team members to think about what's appropriate, to be thoughtful about interactions, and to strive to always make choices that are above reproach.

GUIDING PRINCIPLES AND BEST PRACTICES OF CHILD PROTECTION

- Under **no** circumstances should a visitor or team member be alone with a child—not for any reason or at any time.
- A team member should never be alone with a (non-family) member of the opposite sex, whether a team leader, team member, national, or national staff.
- If a team leader is ever uncomfortable with a situation (particularly relating to the safety and protection of a national youth or youth team member), they will take steps to graciously but firmly change the situation, ensuring the safety of the youth. The team leader will discuss and debrief the situation with the youth at the earliest, appropriate time.
- If a team member is ever uncomfortable with a situation (particularly relating to their own safety, or the safety and protection of a national youth or team member), they are strongly advised to tell a team leader with confidence that the team leader will act in the best interest of the child.
- Team members should immediately notify their team leader and World Orphans leadership regarding any suspected danger to a child (youth team member/national child) on their trip. Any reports will be taken very seriously by World Orphans and investigated to the fullest extent necessary.

ADDITIONAL RESOURCES

CHURCH LEADERS/TRIP LEADERS

- missionexcellence.global/resources/
- *Western Christians in Global Mission* by Paul Borthwick
- *Cross Cultural Conflict* by Duane Elmer
- *Cross Cultural Servanthood* by Duane Elmer

ADDITIONAL PERSONAL/TEAM DISCIPLESHIP

- *What is the Gospel?* by Greg Gilbert:
- *Helping Without Hurting in Short Term Missions* by Corbett and Fikkert
- *Let the Nations be Glad* by John Piper
- *Evangelism and the Sovereignty of God* by J.I. Packer
- *Celebration of Discipline* by Richard Foster

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