

## World Orphans 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:*

- I understand that visits to World Orphans projects as well as the 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 understand that under **no** circumstances should a visitor or team member be alone with a child—not for any reason or at any time.
- 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 the local church is here for the long term. I will respect their knowledge, insights, and instructions.
- 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 be open to learning other people's methods and ideas.
- I will develop and maintain a servant's attitude toward all nationals and my teammates.
- I will strive to be creative and supportive.
- I will be intentional with my time and attention. I recognize that as a guest, my attention (whether towards a child or adult) is considered an honor. I will work to respectfully engage in each gathering/setting.
- I will respect my team leader(s) and his/her decisions. I will defer to my team leader when asked specifically to do or not do something, trusting that my team leader is seeking to protect everyone and seeking to honor God as well as to honor World Orphans international staff and church partners.
- Acknowledging the dynamics of a team and cross-cultural setting I will specifically:
  - Dress in an appropriate and modest manner, follow instructions of team leaders, and strive to be culturally sensitive at all times.
  - Refrain from gossip.
  - Refrain from complaining. I know that travel can present numerous unexpected and undesired circumstances and will strive towards being gracious.
  - Refrain from negative political comments or hostile discussions concerning my own or our host country's politics.
  - I will remember not to be exclusive with friends or family on my team, as well as not be exclusive with anyone we're meeting from World Orphans staff, church partner, or surrounding community.
  - If my spouse is on the team, we will make every effort to interact with all members of the team, not just one another. Spousal relationships and any other male/female relationships while traveling will adhere to biblical standards and World Orphans guidance where there is any potential of offense. In other countries, public displays of affection (even things like hand holding that are very acceptable for married couples in American culture), can cause offense. I will take a posture of humility during my time and defer to World Orphans staff for guidance.

- *Acknowledging the dynamics of a team and cross-cultural setting I will specifically (continued):*
  - I will refrain from any activity that could be construed as a romantic interest toward a national or one of my team members. I realize certain activities that seem innocent in my own culture may seem inappropriate in others.
  - I will refrain from alcohol at project sites and during ministry activities, and when there is any potential for offense.
- I understand that monetary gifts to the church must have prior consultation with and authorization from World Orphans. I understand 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.
- I am aware that under **no** circumstances should a monetary gift of any amount be given directly to children or families in the community, and it is of the utmost importance that all funds go through the local church.
- I understand that all 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. I recognize that when gifts are given to children, all children must receive similar gifts.
- I will be cautious with the exchange of contact information. I understand that, on an initial partnership trip, World Orphans recommends that only leaders from the US church exchange 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 I will still exercise caution and do so under the guidance of World Orphans and US church leadership. I understand that World Orphans recommends not exchanging contact information with community members that are not associated with my international church partner.
- I will be very cautious with social media posting. I will strive to be aware of and sensitive to current events and always defer to local hosts and team leaders. I understand there may be situations where I need to refrain from posting about the trip completely to ensure the safety of our international partners. For situations where posting is safe, I will be cautious, sensitive, and considerate of privacy. I will not post names or locations. I will ask my team leader and/or in-country host about whether or not it is appropriate to post pictures of children, church leaders/members, local staff, caregivers, etc.
- I will be cautious with discussion of future contact or support. I understand that ongoing communication and repeat trips are part of partnership, I know I must be very sensitive to not imply or make promises that could result in disappointment if not delivered.
- I understand that visits or donations to non-World Orphans projects or ministries are not a fit for a World Orphans trip. World Orphans recognizes there are other excellent ministries to be interested/involved with, but out of respect for our hosts/partners, trips will remain World Orphans focused.

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

## World Orphans Statement of Faith

### WE 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.

## World Orphans 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 short-term 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 others 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 party 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 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 this 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.

## World Orphans Financial Policies

1. Team members are responsible for all fees incurred on their behalf once a trip application and \$300 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.
2. If World 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.
3. 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.
4. Due to IRS regulations, World Orphans is not able to refund any monies once we have received the funds.
5. Any funds that a team member raises above their individual trip cost goes to other trip expenses or World Orphans general ministry expenses.
6. 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.
7. 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-country may change, and exchange rates may fluctuate. Team members will be responsible for the actual cost of the trip plus the 10% administrative fee.
8. 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.
9. 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 and put that money towards the trip instead. Prayerfully consider how **you** might make sacrifices along the way in addition to asking people to support you financially.

## World Orphans Cancellation Policy

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 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.

1. Applicant must inform World Orphans in writing (email or letter) stating that he/she will not be participating in the trip.
2. All trip funds are non-refundable.
3. Applicant must contact all supporters informing of his/her not going on the trip and that the monies raised will be retained in an account for any of the following:
  - a. A scholarship towards supporting others on the trip or general trip funds.
  - b. Applied to the general ministry of World Orphans.
  - c. In extenuating circumstances, applied to another World Orphans short-term trip within one year (upon approval by World Orphans leadership).
4. Upon canceling a purchased airline ticket, the applicant will be responsible for any fees incurred that are in excess of the trip deposit.
  - a. If a ticket is refundable, the amount refunded (minus airline imposed fees) will be retained in the applicant's mission account for future use.
  - b. Non-refundable 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.
5. Any expenses incurred in preparing for the trip (i.e. shots, passports, etc.) will not be reimbursed.
6. 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.

## World Orphans Child Protection Best Practices and Policy

**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

1. Under **no** circumstances should a visitor or team member be alone with a child—not for any reason or at any time.
2. 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.
3. 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.
4. 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.
5. Team members should immediately notify their team leader and World Orphans leadership regarding any suspected danger to a child (youth team member or national child) on their trip. Any reports will be taken very seriously by World Orphans and investigated to the fullest extent necessary.