



WELCOME

You have either made the decision to join in on a life-changing experience, or you're still wondering what Short Term Missions are all about. Either way, we are excited that you're interested and we hope to answer questions you may have about this trip. We pray that you will hear God's call for you to GO into the world and take the Gospel to Salem/Keizer and beyond.

We can't tell you what going on a short-term mission trip will do to your life, whether this is your first or one of many. However, we can promise God will grow you and transform you in a special way.

In the Book of Isaiah, the Lord said to Isaiah, "Whom shall I send? And who will go for us?" And Isaiah responded, "Here am I. Send me!" We pray that you will be able to respond like Isaiah, "Here am I. Send me!" When you say yes to God, you will embark on the greatest adventure on earth and you will see God work in the lives of the people you will minister to, as well as in your own life.

Please read the contents of this packet. Should you decide you want to participate in this short-term mission trip, we ask that you complete the enclosed Participant Application for Short-Term Missions, Liability & Release Form and Team Covenant, and return to the church office.

If you are a second, third or fourth timer, keep in mind that this will be a brand new team and experience to be embraced with a fresh heart and a desire to serve. You can be instrumental in building team unity and cohesiveness because of your previous experience. We hope that your joy will be as deepened by this trip as it was previously.

We thank you for considering to 'GO' and we look forward to hearing from you on what God does in the Mission field!

All for God's glory,
The Missions Committee of Salem Evangelical Church

"Go therefore and make disciples of all the nations..."
Matthew 28:19

HOW DO I GET STARTED

PRAY. The Holy Spirit will lead you in this process. He may reveal only one step at a time, but God will be faithful to lead you. You may wish to seek prayer partners to pray with you during this process.

GET INFORMATION. Attend the interest and information meetings. See the “Frequently Asked Questions” on the following pages. If you still have questions, contact the team leader or call the church office. They can give you additional details of dates, costs, trip project, etc.

FILL OUT THE REQUIRED APPLICATION & FORMS. We want you to succeed and the trip to be effective. Your application will provide key information to your team leader to get to know you and better understand the dynamics of the team. Please be sure to complete and return the following documents:

Participant Application for Short-Term Missions

Team Covenant

Assumption of Risk Waiver Form

GET YOUR PASSPORT. Start on the process now. If you have a passport, be sure to check the expiration date on your passport (it must be valid for at least six months past the end of your trip).

ATTEND THE TEAM BUILDING & PREPARATION MEETINGS/ACTIVITIES. This will encourage and strengthen your spiritual growth as well as the spiritual unity and physical preparation of the entire team.

GO → COME BACK → SHARE Your stories and enthusiasm will be the instrument God uses to encourage others to GO. Follow-up with all those you asked to support in prayer and finances.

FREQUENTLY ASKED QUESTIONS

Q. How do I know whether or not I should go?

A. You must prayerfully consider this question and find peace with the Lord's will for your life. Here are some things to consider:

- Are you fearful? God's not given us a spirit of fear; but of power, love and a sound mind. (II Timothy 1:7)
- Are you physically able to go?
- Do you have responsibilities or circumstances preventing you from going?
- Can you afford to go? Before you say no, remember God can make a way.
- If God calls you to go, don't put it off. Delayed obedience is disobedience.
- God is passionate about missions. "Go therefore and make disciples of all nations." (Matthew 28:19)
- God will use you to bless others "I will bless you and make you a blessing."
- Are you willing to go?
- GO unless you hear a no! Just do it!

Just remember, that what seems impossible with man is possible with God! If you are meant to take part in this mission trip, nothing you do or don't do will stop you from going! God's strength is perfected in our weakness. God does not ask that we are able just available! He will open every door and take care of your every need. As you begin stepping out in faith, having the desire and passion to see the world come to Christ, the Holy Spirit will confirm that this is for you.

Q. What type of work will I do on a short-term missions trip?

A. Caring for and encouraging our missionaries is our main objective. Aside from that, every trip is different. The underlying goal of international outreach is church planting and church support. Trips revolve around building up the local church through effective evangelism and discipleship in the local community. Most trips are a combination of many things. Our efforts include church service projects, community outreach, evangelism through drama and concerts, Vacation Bible School for children, teaching and conferences for men, women, pastors and leaders.

Q. Do I need to have any previous missions experience?

A. A few of our trips are specialized in nature, and if there are requirements, you'll be made aware of them. Most trips have opportunities for those new to missions, those who are called, or those willing to try new things.

Q. Will there be opportunities to utilize my gifts, skills or special training?

A. There is a place for everyone in God's mission field. Often times, the projects and ministry of the trip is tailored around the people going on the trip and their gifts and abilities.

Q. Do I need a passport?

A. For international trips you must have a valid passport with at least six months remaining before expiration and at least two free pages for entry/exit and visa stamps. You are required to obtain these on your own. For more information, visit Travel.State.gov/Passport.

Q. Do I need a visa?

A. This depends on the location you wish to go! We'll let you know in plenty of time before the trip. If you're traveling to a country where you need a visa, the team leader will assist you with the process, but it is your responsibility to apply for your own visa.

If you are NOT an American citizen, it's your responsibility to check with your home country's embassy to see if you need a visa and what is required to obtain one.

The visa fee is typically included in the trip cost.

Q. How do I apply to be a part of a team?

A. Applications are found online at salemec.com or at the church office. Be prepared to spend about 45 minutes filling out your application. A \$100 deposit is required at the time of application. This deposit is your personal commitment to the mission. Applications submitted without the deposit will not be considered for participation. Upon applying, the Missions Committee will review your application. You can expect to hear whether you've been accepted to the team within 30 days of the missions committee receiving the application.

FREQUENTLY ASKED QUESTIONS

Q. Is my \$100 deposit refundable if I am not accepted to the team?

A. Yes. If for some reason, the Missions Committee chooses to decline your application, your fee is fully refundable.

Q. What does the trip cost cover?

A. In general, the trip cost includes airfare, luggage fees, airport entry and exit taxes, food, lodging, transport, ministry supplies, and international travel insurance. In some cases, a day of recreation, rest and debrief may be included.

Q. What is NOT covered in the trip cost?

A. Immunizations, snacks, souvenirs, and optional recreational activities. During training, you'll be informed of any additional expenses (such as meals) not covered.

Q. Are fluctuations possible to the advertised cost and dates of this trip?

A. Air travel is one of the largest expenses of the trip, and costs continue to grow. In order to minimize the impact of rising travel costs, while maximizing your ministry opportunity, final trip dates remain flexible in order to ensure the best possible airfares and itineraries. You'll be kept well informed of your final itinerary in advance—most often this will not change—so that you can share your trip dates and schedule accordingly. We've estimated the cost of the trip based upon normal travel conditions. Your early application and deposit are used to secure lower fares made in advance. Once ticketed, we'll provide an actual final cost, which seldom fluctuates. The cost of tickets are non-refundable and non-transferable due to contractual agreements with the airlines.

Q. How much support can I raise for my trip?

A. We request that 1/3 the cost of the trip is paid by the applicant personally as a commitment to the mission. The remaining trip cost can be covered by donations.

Q. Does my trip have to be paid in full before I go?

A. Yes. For your convenience, financial due dates are spread out in increments over time.

Q. Why it is important to adhere to application and financial deadlines?

A. Planning an international team trip involves communication with embassies, travel agents, hotels, transport providers, missionaries, and sometimes, medical professionals. Also, depending on the cost of your trip, deadlines are strategically given to allow you plenty of time to raise support. Applicants who apply late may be accepted if there's still availability, but will still be responsible to meet all the obligations of the trip on time, including financial due dates.

Q. Are donations tax deductible?

A. Yes. All donations allocated to Salem Evangelical Church are tax-deductible and the giver will receive a year-end statement. Cash and other donations directly made out to the individual are not tax-deductible, so it's best that donors give directly through the church. Your personal contributions may also be tax-deductible.

Q. How do my donors give towards my trip?

A. Donors can submit contributions to the church office at 455 Locust St NE, Salem OR 97301. In order for contributions to be tax deductible, checks must be made payable to Salem Evangelical Church. Your name must not appear anywhere on the check. A separate note may be included with the check stating the contribution is on your behalf.

Q. What if incoming donations exceed my need?

A. Donations that exceed the need of the participant will still be used for mission projects. First priority will be given to funding team members and ministry needs of that specific trip. If the budget for that particular missions trip is met, funds will go into a general pool for future mission projects. In some cases, contributions may be returned to the donor.

FREQUENTLY ASKED QUESTIONS

Q. How do I receive information about the mission trip once I sign-up?

A. In addition to the training manual, you will be receiving a list of team meetings (dates & times) from your team leader. At these meetings, you will receive specific information regarding your trip. Your attendance at ALL of these meetings is extremely important for planning purposes and reflects your commitment to the trip and to the rest of your team. Also, you may begin to receive emails with information and updates. It is important to reply back or take any action promptly that is requested in the email. Finally, please feel free contact your team leader at any time with any other questions.

Q. Do I have to attend all team meetings in order to be a team member?

A. Yes. Training is required because we're committed to preparing you as completely as possible. This is an essential time for understanding the culture and ministry, as well as building team unity. Team training dates are on the calendar well in advance, so you can plan accordingly. If you commit to a trip, you're committing to training and to a team, so please give training dates the highest priority. You will not be able to go on the trip if you do not attend the team meetings.

Q. What kind of preparation is provided in team trainings?

A. Team training sessions are tailored to the country, culture, and ministry needs of our partners on location. We cover the language, history, and culture of the country. Standard training includes both ministry and practical aspects. We'll go over outreach, evangelism, servanthood, team dynamics, spiritual warfare, packing, travel, safety, on-the-ground logistics, and more. Additionally, specialized planning for dramas, children's ministry, sports, and other activities will take place as your team creates the ministry together.

Q. What immunizations are required?

A. Each country has its own recommendations and requirements. The government has a website which we use as our guide ([CDC.gov/Travel](https://www.cdc.gov/travel/)). Once you're accepted to the team, you'll be made aware of recommendations and requirements. As a church, we'll give you the freedom to prayerfully consider recommended immunizations; however, you must get any required immunizations. Some immunizations take several weeks to take effect, so plan early. Suggestions made by us are general. If you have special health needs, direct your questions to your doctor. If you do not have a doctor, consult a local travel health clinic or pharmacy.

Q. Who may participate on a Missions Trip?

A. Anyone (12 years and older) who is growing in their relationship with God, wants to serve those in spiritual or physical need, and wants to move outside their comfort zone may apply to be a part of one of our teams. Anyone under the age of 18 must have parental consent to participate on a trip.

Q. Do I need to attend Salem Evangelical Church to be considered?

A. Not necessarily, but we prefer that you regularly attend church somewhere. During the trip, you're a representative of Salem Evangelical Church and will be expected to adhere to our statement of faith as noted in the team covenant. Preference will be given to Salem Evangelical Church attendees if applications exceed available spots.

Q. How will I know what to take?

A. Your team leader will provide you with a packing list and let you know if there are any special things you should bring. As a general rule, if you pack it you carry it. If this is your first time on a missions trip, ask an experienced team member to help you with some of the tricks of packing light and taking only what you need.

Q. What is appropriate attire?

A. It is important to remember that when you are on the field ministering, you are representing God, Salem Evangelical Church and the local missionaries. Modesty is the key to all clothing you decide to bring with you. If you are questioning whether or not you should bring it, then leave it at home. You will receive a packing list applicable to your ministry location.

Depending on your location and the cultural norms, we may need to adjust the dress code. Any tattoos or piercings may need to be covered at times if it is offensive to the culture or a hindrance to ministry. Your team leader will let you know this prior to leaving.

FREQUENTLY ASKED QUESTIONS

Q. What are luggage requirements and/or restrictions?

A. Two suitcases are permitted per person; however, we request that one of the two be used to carry supplies needed for the trip. In addition, you'll be allowed to have one carry-on as well as a small backpack or purse for personal belongings.

Q. What about medicines I am currently taking?

A. If you are on any kind of medication, please take it with you and be sure to pack it in your carry-on luggage. If refrigeration for such medication is needed, such as insulin, be sure to let your trip leader know. We also recommend you bring a small emergency medication kit for yourself. This kit may contain anti-diarrhea medicine, Pepto-Bismol tablets, Tylenol, Dramamine, allergy medicine, etc. To avoid problems when passing through customs, keep medicines in their original, labeled containers.

Q. What if I have allergies or specific dietary concerns?

A. Our hosts do their best to make us as comfortable as possible, however, they are not able to accommodate all of our specific needs. We need to remember that we are guests and we need to go with the attitude of "what they feed me I will swallow" whenever possible. If you have allergies to specific food or other dietary concerns, please come prepared.

Q. Should I bring and/or wear jewelry on the trip?

A. Jewelry, with the exception of watches, wedding rings, and earrings should be left at home.

Q. Is travel insurance provided?

A. Yes, travel insurance is required and provided. The travel insurance premium is included in the trip cost.

Q. Is it safe where we are going?

A. Yes. If at any time we feel the safety of the team may be compromised, the trip will be cancelled or postponed.

Q. Can I use my cell phone while I'm on the trip?

A. The environment of this mission trip allows you and your fellow trip members the opportunity to detach from any distractions from home and be totally focused on God and His plans for the trip. It also may provide the opportunity for God to do some faith-building in you/your family members. THEREFORE, CELL PHONE USE IS STRONGLY DISCOURAGED WHILE ON THE TRIP. (If you do use your phone, please check with your provider about applicable fees.) Whenever possible, your team leader may make arrangements for communication back home via team phone, blog, and/or email.

Q. What about tobacco use and alcoholic beverages while on the trip?

A. Absolutely no tobacco products or drinking of alcoholic beverages is permitted at any time from the beginning of trip until your return.

Q. How can I prepare myself physically, spiritually, mentally for the trip?

- Physically – Beginning 4-6 weeks before your trip, take brisk walks daily to begin getting accustomed to the physical demands of the trip. Drink lots of water before, during and after the trip!
- Spiritually – Pray, pray, pray!!! Get a prayer partner or a group to pray specifically for you. Pray daily for the many different aspects of the trip. Practice sharing your testimony and study any evangelism tools provided by your team leader to be prepared to present the Gospel message in a way that is comfortable to you.
- Mentally – The key words on any mission trip are FLEXIBILITY and PATIENCE! From the moment the trip begins until you have returned home, plans and events seem to change with every turn. If you know this ahead of time and are prepared for these changes, the trip can be fun and exciting. God is in control of our plans, and we are always amazed at how creative He is and how much we learn.

TEAM COVENANT

Participants must agree to adhere to the team covenant. Please read it and ensure you will commit to the guidelines before applying.

As a member of this team, I _____ agree to:
(Print name)

1. Pray regularly for all those involved in the project (team members, hosts, etc.).
2. Give the proper time to all aspects of the preparation process: spiritual, emotional, physical, and intellectual.
3. Attend all scheduled meetings and activities before, during, and after the project:
 - All meetings prior to trip
 - Daily debrief meetings while on site
 - Debrief meeting(s) following the trip
4. Be responsible to know what is expected of me and to follow all rules and policies.
5. Uphold the vision, values, and statement of faith of Salem Evangelical Church. Salem Evangelical Church affirms the basic doctrines of the Christian faith and the Evangelical Church. The following comprise Salem Evangelical Church's Statement of Faith:
 - a. The Bible to be the inspired, infallible, authoritative Word of God.
 - b. That there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
 - c. In the deity of Christ, in His virgin birth, in His atoning death through His shed blood, in His bodily resurrection, in His ascension to heaven, and in His coming again.
 - d. Eternal life is a gift of God received by faith in Jesus Christ.
 - e. In the Spirit-filled life and the sanctifying work of the Holy Spirit, resulting from the total dedication of the believer to the whole will of God.
 - f. In the resurrection of both the saved and the lost; those who are saved to eternal life, and those who are lost to eternal punishment.
 - g. That there is a spiritual unity of believers in those who love the Lord Jesus Christ.
 - h. Our church is a place where you and your family will experience love and acceptance by others; spiritual help and healing from God.
6. Remember that I am representing Jesus Christ first and foremost, as well as Salem Evangelical Church. I will model Jesus in my behavior and attitude.
7. Remember that I am a guest working at the invitation of my hosts. I will remember the missionary's prayer, "Where you lead me I will follow; what they feed me I will swallow."
8. Remember that I have come to learn, as well as to teach. I'll resist the temptation to inform our hosts about "how we do things," unless those ideas are solicited. I'll be open to learning about other people's methods and ideas.
9. Respect the host's view of Christianity recognizing that Christianity has many faces throughout the world and that part of the purpose of this trip is to experience faith lived out in a new setting and different culture.
10. Develop and maintain a servant attitude toward all nationals and my teammates.
11. Respect my team leader(s) and his/her decisions.
12. Refrain from gossip.
13. Refrain from complaining. I know that travel can present numerous unexpected and undesired circumstances, but the rewards of overcoming such circumstances are innumerable. Instead of whining and complaining, I'll be creative and supportive.
14. Remember not to be exclusive in my relationships. I will make every effort to interact with all the members of the team.
15. Refrain from any activity that could be construed as romantic interest in a national or teammate.
16. Abstain from the consumption of alcoholic beverages or any use of tobacco or illegal drugs while on the trip.
17. Abide by the fundraising procedures endorsed by Salem Evangelical Church and will personally thank all financial donors that contribute to my trip.
18. Remember that I can be sent home (at my own expense) if I do not adhere to this Covenant or if my Team Leader believes it is in my best interest or that of the team.
19. Not hold Salem Evangelical Church liable for any incurred medical or liability costs and all such claims. Please fill out the accompanying waiver form.

Signature: _____ Date: _____

ASSUMPTION OF RISK WAIVER FORM

Note: This form is for use by adult members who participate on short-term trips outside of our local area. Because the church may not have insurance to cover injuries or accidents that occur on such trips, we ask members who participate on such trips to assume all risks associated with them as a condition of their participation.

I, _____, in consideration of my acceptance as a participant on a mission trip sponsored
(Print Name)
by Salem Evangelical Church to _____ represent and agree that:
(Destination of Trip)

1. I am going as a participant and not as an employee of Salem Evangelical Church.
2. I am aware of the potential hazards and risks to my person and property associated with serving in a missions capacity, such hazards and risks including, but not being limited to, injury or death by accident or intent, disease, war, terrorist acts, weather conditions, inadequate medical services and supplies, criminal activity and acts. I choose to go on this trip with full awareness of these risks and I will rely upon any insurance coverage that may be available to me from any other source. I do this recognizing that Salem Evangelical Church might not be able to offer the opportunity for missions service such as this without a release such as this. With respect to Salem Evangelical Church and its agents, officers, volunteers, directors, and employees, I voluntarily assume all risks of death, injury, illness or loss associated with such risks, and any damage to my personal property, and I release Salem Evangelical Church and its agents, officers, directors, and employees from any liability that I may suffer or claims I may have as a result of participation in the missions project even if resulting from the negligence of Salem Evangelical Church, its agents, officers, volunteers, directors, and employees. I further recognize that such risks have always been associated with missionary service. (2 Corinthians 11:23-28.)
3. I attest and certify that I have no medical conditions that would prevent me from performing my duties.
4. I expressly waive any defense to the enforcement of any provision of this commitment arising from a claim of lack of consideration and warrant that this commitment constitutes a legal, valid, and binding obligation upon me enforceable against me in accordance with its terms. I am going on this trip at least in part for the spiritual blessing of serving as God asks.
5. I further understand that Salem Evangelical Church does not have or offer any insurance coverage that would apply in the event of my illness, injury or death, or damage to my property that may occur during my participation on the trip, and that if I desire insurance coverage over and above the travel insurance provided through the cost of the trip, I am responsible for the cost and arrangements for such insurance.
6. I expressly agree that this assumption of risk agreement is intended to be as broad and inclusive as permitted by law. I further state that I HAVE CAREFULLY READ THE FOREGOING ASSUMPTION OF RISK AND UNDERSTAND ITS CONTENTS, AND I VOLUNTARILY SIGN THIS RELEASE AS MY OWN FREE ACT. THIS IS A LEGAL DOCUMENT. I UNDERSTAND THAT I HAVE THE OPPORTUNITY TO CONSULT WITH AN ATTORNEY BEFORE SIGNING IT.

Signature

Date

Parent/Guardian Signature (if applicant is a minor)

Date



455 Locust St NE, Salem OR 97301 • Phone: 503.581.0102 • Email: office@salemec.com

PARTICIPANT APPLICATION FOR SHORT-TERM MISSIONS

Today's Date: _____

Trip applying for (location of service & dates of trip): _____

Name (Full name and nicknames): _____

Address: _____ City _____ State _____ Zip _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____ Birth date: ____ / ____ / ____

Gender (circle one): M / F Marital Status (circle one): Single Married Spouses Name: _____

Names and ages of children: _____

If you are under the age of 18*, do you have parental approval for this venture? _____

* Travel Consent Form must be completed

Contact in Case of Emergency:

Full Name: _____ Relationship: _____

Address: _____ City _____ State _____ Zip _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Passport Information:

Do you have a valid passport? Yes No If no, date applied for: _____

Name exactly as it appears on passport: _____

Passport #: _____ Issue Date: _____ Expiration Date: _____

Medical History:

Are you allergic to any medications? If so, please list _____

Do you have any current health problems or concerns? _____

Do you have health insurance that will cover you on this trip? _____

Are you currently seeing a therapist or counselor? _____

Are you currently taking any medications? If so, please list _____

Do you have any dietary restrictions? If so, please explain _____

Will you receive recommended immunizations and preventative medications? If no, please explain _____

References:

Please provide three references (non-family) that we can contact. References to include one SEC pastor/elder and one additional person from the SEC church body.

1. Name: _____ Relation: _____

Phone: _____ Email: _____

2. Name: _____ Relation: _____

Phone: _____ Email: _____

3. Name: _____ Relation: _____

Phone: _____ Email: _____

Please take the time to answer the following questions thoughtfully, using as much space as you need. Attach additional pages if necessary.

How and when did you first come to know Jesus Christ as your Savior?

Describe your current relationship with God and how it is exemplified in your daily life?

If someone was interested in becoming a Christian, what would you tell them?

Describe your present church involvement (where/how are you currently serving)?

How would you define the word "missions"?

What other countries have you visited? How long were you there? What was the purpose of the trip(s)?

What motivates you to apply for short-term missions at this time?

What abilities and/or gifts do you bring to this short-term missions project/team?

What would you say your primary strengths are?

What would you say your primary weaknesses/limitations are?

Describe what it means to be a member of a team:

Participant Expectation:

Should my application be accepted, I agree to be bound by the bylaws and policies of Salem Evangelical Church and the sending Mission organization. I agree to refrain from unscriptural conduct in the performance of my services on behalf of the church. I recognize that by becoming a part of this short-term project, I am placing myself under the authority of church leadership.

Should my application be accepted, I will participate in team building and preparation activities, prayer, fundraising and reporting our mission’s trip upon my return. Each team member is expected to participate in all training and team events/meetings.

Each team member is responsible for raising the full amount of your portion of the trip expenses. Expenses for trips are generally financed through 1/3 personal funds and 2/3 raising support (support letters to family/friends, fundraising, personal resources, etc.).

A \$100 deposit is due with the application. Please submit a check payable to Salem Evangelical Church*. You can deliver or mail your application and deposit to the church office: 455 Locust St NE, Salem OR 97301.

***PLEASE NOTE:** In order for contributions to be tax deductible, **ALL** checks should be made payable to Salem Evangelical Church. Your name must not appear anywhere on the check. A separate note may be included with the check stating the contribution is on your behalf.

The above information is accurate and true to the best of my knowledge.

Applicant’s signature

Date

Parent/Guardian Signature (if applicant is a minor)

Date

Thank you for your interest in short-term missions with Salem Evangelical Church. Your privacy is very important to us. Our procedures in collecting and processing applications are utilized in a confidential manner in order to protect the applicant’s personal information. Information obtained through this process will not be released to anyone other than those necessary to review the information, such as the leaders and church pastors.