

Cartersville First Baptist Church



Missions Volunteer Manual

“...Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age.” – Matthew 28:19-20 (ESV)

Dear CFBC family,

As a born-again believer we have received the greatest gift ever given, the Gospel, the only real hope there is for this life and the next. This gift of salvation was meant to be shared and not hidden from the world that so desperately needs to hear it. It is a great privilege and the responsibility of every Christian to participate in the Great Commission (Matthew 28:18-20), to see the Gospel taken to the ends of the earth and to make disciples of every nation. This is the mission that He has given us until His return. For this reason, we strive to see our members gather, grow, and GO. So, whether you have been serving on missions for years or you are considering your first opportunity, we are so excited that we can walk this journey together. My prayer for you is that your experience will leave you forever changed, with a deeper understanding and appreciation of our Savior, and energized to continue living on mission when you return.

Until All Have Heard,

Brian Bunce

Missions Pastor

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QUALIFICATIONS OF TEAM MEMBERS

Adult Participants: International and Domestic

Cartersville First Baptist Church is a member of the Southern Baptist Convention with a rich history in reaching the world with the Gospel of Jesus Christ. As such, we seek to make disciples with the same biblical foundational beliefs.

Therefore, in order to participate in a Cartersville First Baptist Church-sponsored mission trip (a trip that is commissioned, provided administrative support, and/or funded in part by Cartersville First Baptist Church), each team member is to meet the following criteria at the time of application:

- A born-again believer in Jesus Christ.
- A member of Cartersville First Baptist Church for at least 3 months.*
- Affirm our statements of faith.
- All participants should be involved in tithing.
- Active in Sunday School and/or serving in a CFBC ministry such as children's or student ministry, greeting, leading a discipleship group, etc., with regular attendance.

Additionally, each applicant must also:

- Submit to and pass a criminal background check.
- Complete Sexual Abuse Awareness/Child Safety Training.
- Have and provide documentation of personal medical insurance coverage.
- Sign a waiver and release of liability for CFBC.
- Complete all required forms, trainings, processes as required for each trip.

It is understood that there may be extenuating circumstances to the qualifications stated above. These should be discussed with the Team Leader and/or the Missions Pastor.

Juvenile Participants:

Anyone under 18 years of age must be accompanied by a parent or guardian (Unless the trip/activity is specifically designated as a "Youth Trip")

* In some instances, team members may consist of individuals who are members of other like-faith churches. In that situation, a letter from the pastor of that church must be submitted in order to ensure the prospective team member meets the same criteria as CFBC participants. Generally, these team members are expected to pay the total cost of the mission trip without financial assistance from Cartersville First Baptist Church.

THINGS TO CONSIDER

Is this the right opportunity for me?

Obviously, the first and most important part of this decision should be prayer. Throughout the New Testament we see examples of Jesus directing the steps of His disciples as they make plans, and we want to ensure that we are continuing to seek his guidance as we do the same.



When prayerfully considering whether to apply for a mission trip each person should also genuinely contemplate the following:

- Are you willing to forgo the “comforts of home”. For example, no air conditioning, shared sleeping quarters, eating unusual foods, little or no phone service and/or internet access, etc.
- Do you have or will you be able to obtain a passport in time for this trip, with at least six months remaining before expiration? (For international travel)
- Are you willing to obtain all vaccinations required by the country being visited and recommended by the Center for Disease Control and Prevention?
- Understanding your physical health, are you able to safely travel and participate in the planned activities?
- Are you willing and able to make the financial commitment and/or willing to actively fundraise the required amount?
- Are you able to commit to the time requirements of preparation, training, and travel?

Some of these may be matters that you need to surrender to the Lord and ask for His strength to overcome or resolve. I would just encourage you to remember that our God is still the God of miracles, and nothing is beyond His ability and control. We welcome the opportunity to pray with you about anything that you see as an obstacle to your participation.

STATEMENTS OF FAITH AFFIRMATION

While the Bible is the only rule of faith and practice, The Southern Baptist Convention has adopted a statement of faith (The Baptist Faith and Message 2000), by which its churches find solidarity and agreement in foundational biblical beliefs. Cartersville First Baptist Church subscribes to The Baptist Faith and Message 2000. As a representative of Cartersville First Baptist Church and by extension, The Southern Baptist Convention, we ask that each person wishing to participate in a Cartersville First Baptist Church sponsored mission trip (a trip that is commissioned, provided administrative support, and/or funded in part by Cartersville First Baptist Church) affirm the same foundational biblical beliefs as we seek to make likeminded disciples in obedience of the Great Commission.

And Jesus came and said to them, "All authority in heaven and on earth has been given to me. Go therefore and make disciples of all nations, baptizing them in[a] the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age." – Matthew 28:18-20

A copy of The Baptist Faith and Message 2000 can be found at: <https://bfm.sbc.net/bfm2000/>

After having first read The Baptist Faith and Message 2000, I affirm the same.

Participant Printed Name

Signature

Date

UNDERSTANDING THE RISKS



The missionary goal of taking the Gospel of Jesus Christ across the street and to the ends of the earth is a noble task that is the duty and privilege of every Christian, but it does come with risks. Since the beginning, followers of Jesus have been and continue to be persecuted for their faith. While we may not experience that as obviously in our everyday surroundings, the reality around the world can be quite different. In some regions of the world Christians are imprisoned, physically assaulted, and even put to death solely because of their faith. As inhabitants of a fallen world, we know that conflict, unrest, violence, and injustice will not end until Jesus returns and often occur unexpectedly. There are also other inherent dangers of working in disaster areas and construction sites. Additionally, the work required of a missionary is often physically strenuous, in environments with extreme weather conditions, with the potential to be exposed to local illnesses and diseases. So, each person should consider their physical health and ability when making the decision whether to participate in a particular opportunity or activity.

Each participant will be required to sign a waiver and release of liability thereby expressing their understanding and acceptance of the risks.

WAIVER AND RELEASE OF LIABILITY

IN CONSIDERATION OF being permitted to participate in a Cartersville First Baptist Church sponsored mission trip (a trip that is commissioned, provided administrative support, and/or funded in part by Cartersville First Baptist Church) to _____ beginning on _____, including any associated travel (hereinafter the “Activity”); and

IN CONSIDERATION OF the risk of injury while participating in said Activity and being given the right to participate in the same;

I HEREBY, for myself, my heirs, executors, administrators, assigns, or personal representatives (hereinafter collectively, “Releasor,” “I” or “me”, which terms shall also include Releasor’s parents or guardian if Releasor is under 18 years of age), knowingly and voluntarily enter into this WAIVER AND RELEASE OF LIABILITY and hereby waive any and all rights, claims or causes of action of any kind arising out of my participation in the Activity; and

I HEREBY release and forever discharge CARTERSVILLE FIRST BAPTIST CHURCH, located at 241 Douthit Ferry Road, Cartersville, Georgia, 30120, their affiliates, managers, members, agents, attorneys, staff, volunteers, heirs, representatives, predecessors, successors and assigns (collectively “Releasees”), from any physical or psychological injury that I may suffer as a direct result of my participation in the aforementioned Activity.

I AM VOLUNTARILY PARTICIPATING IN THE AFOREMENTIONED ACTIVITY AND I AM PARTICIPATING ENTIRELY AT MY OWN RISK. I AM AWARE OF THE RISKS ASSOCIATED WITH PARTICIPATING IN THIS ACTIVITY, WHICH MAY INCLUDE, BUT ARE NOT LIMITED TO: PHYSICAL OR PSYCHOLOGICAL INJURY, PAIN, SUFFERING, ILLNESS, DISFIGUREMENT, TEMPORARY OR PERMANENT DISABILITY (INCLUDING PARALYSIS), ECONOMIC OR EMOTIONAL LOSS, AND DEATH. I UNDERSTAND THAT THESE INJURIES OR OUTCOMES MAY ARISE FROM MY OWN OR OTHERS’ NEGLIGENCE, CONDITIONS RELATED TO TRAVEL TO AND FROM THE ACTIVITY, OR FROM CONDITIONS AT THE ACTIVITY LOCATION(S). NONETHELESS, I ASSUME ALL THE RELATED RISKS, BOTH KNOWN AND UNKNOWN TO ME, OF MY PARTICIPATION IN THIS ACTIVITY.

I FURTHER AGREE to indemnify, defend, and hold harmless the Releasees against any and all claims, suits or actions of any kind whatsoever for liability, damages, compensation or otherwise brought by me or anyone else on my behalf, including attorney’s fees and any related costs.

I FURTHER ACKNOWLEDGE that Releasees are not responsible for errors, omissions, acts or failures to act of any party or entity conducting a specific event or activity on behalf of Releasees. In the event that I should require medical care or treatment, I authorize Cartersville First Baptist Church to provide and/or initiate all emergency medical care deemed necessary, including but not limited to, first aid, CPR, the use of AEDs, emergency medical transport, and sharing of medical information with medical personnel. I further agree to assume all costs involved and agree to be financially responsible for any costs incurred as a result of such treatment. I am aware and understand that I should carry my own health insurance.

I FURTHER ACKNOWLEDGE that this Activity may involve a test of a person's physical and mental limits and may carry with it the potential for death, serious injury, and property loss. I agree not to participate in the Activity unless I am medically able and properly trained, and I agree to abide by the decision of the Cartersville First Baptist Church official or agent, regarding my approval to participate in the Activity.

I UNDERSTAND that this Activity may include travel in countries and regions where there may be a risk of criminal or terrorist activity.

I HEREBY ACKNOWLEDGE THAT I HAVE CAREFULLY READ THIS “WAIVER AND RELEASE” AND FULLY UNDERSTAND THAT IT IS A RELEASE OF LIABILITY. I EXPRESSLY AGREE TO RELEASE AND DISCHARGE CARTERSVILLE FIRST BAPTIST CHURCH AND ALL OF ITS AFFILIATES, MANAGERS, MEMBERS, AGENTS, ATTORNEYS, STAFF, VOLUNTEERS, HEIRS, REPRESENTATIVES, PREDECESSORS, SUCCESSORS, AND ASSIGNS, FROM ANY AND ALL CLAIMS OR CAUSES OF ACTION AND I AGREE TO VOLUNTARILY GIVE UP OR WAIVE ANY RIGHT THAT I OTHERWISE HAVE TO BRING A LEGAL ACTION AGAINST CARTERSVILLE FIRST BAPTIST CHURCH FOR PERSONAL INJURY OR PROPERTY DAMAGE.

To the extent that statute or case law does not prohibit releases for ordinary negligence, this release is also for such negligence on the part of Cartersville First Baptist Church, its agents, and employees.

I agree that this Release shall be governed for all purposes by Georgia law, without regard to any conflict of law principles. This Release supersedes any and all previous oral or written promises or other agreements.

In the event that any damage to equipment or facilities occurs as a result of my or my family’s or my agent’s willful actions, neglect or recklessness, I acknowledge and agree to be held liable for any and all costs associated with any such actions of neglect or recklessness.

THIS WAIVER AND RELEASE OF LIABILITY SHALL REMAIN IN EFFECT FOR THE DURATION OF MY PARTICIPATION IN THE ACTIVITY, DURING THE INITIAL AND ALL SUBSEQUENT EVENTS OF PARTICIPATION.

THIS AGREEMENT was entered into at arm’s-length, without duress or coercion, and is to be interpreted as an agreement between two parties of equal bargaining strength. Both Participant and Cartersville First Baptist Church agree that this agreement is clear and unambiguous as to its terms, and that no other evidence shall be used or admitted to alter or explain the terms of this agreement, but that it will be interpreted based on the language in accordance with the purpose for which it is entered into.

In the event that any provision contained within this Release of Liability shall be deemed to be severable or invalid, or if any term, condition, phrase or portion of this agreement shall be determined to be unlawful or otherwise unenforceable, the remainder of this agreement shall remain in full force and effect. If a court should find that any provision of this agreement to be invalid or unenforceable, but that by limiting said provision it would become valid and enforceable, then said provision shall be deemed to be written, construed and enforced as so limited.

I, THE UNDERSIGNED PARTICIPANT, AFFIRM THAT I AM OF THE AGE OF 18 YEARS OR OLDER, AND THAT I AM FREELY SIGNING THIS AGREEMENT. I CERTIFY THAT I HAVE READ THIS AGREEMENT, THAT I FULLY UNDERSTAND ITS CONTENT AND THAT THIS RELEASE CANNOT BE MODIFIED ORALLY. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT AND THAT I AM SIGNING IT ON MY OWN FREE WILL.

Participant’s Name: _____

Participant’s Address: _____

Signature: _____

Date: _____

PARENT / GUARDIAN WAIVER FOR MINORS

In the event that the participant is under the age of consent (18 years of age), then this release must be signed by a parent or guardian, as follows:

I HEREBY CERTIFY that I am the parent or guardian of _____, named above, and do hereby give my consent without reservation to the foregoing on behalf of this individual.

Parent / Guardian Name: _____

Relationship to Minor: _____

Parent / Guardian Signature: _____ Date: _____

CONSENT TO TREATMENT (FOR JUVENILE PARTICIPANTS)

I, _____ as (circle one) the parent / guardian do hereby authorize Cartersville First Baptist Church, acting as my son's/daughter's agent, to consent to any x-ray, examination, anesthetic, medical or surgical diagnosis, or treatment including, but not limited to, over the counter medication and hospital care or service, which is deemed advisable and is rendered under the general or specific supervision of any licensed physician and surgeon, or the medical staff of a licensed hospital, whether such diagnosis or treatment is rendered at the office of said physician or at said hospital.

I understand that this authorization is given in advance of any specific diagnosis, treatment, or hospital care being rendered, but is given to provide authority and power on the part of Cartersville First Baptist Church to give specific consent to any and all diagnosis, treatment, or hospital care which the above-mentioned physician, in the exercise of his/her best judgment, may deem advisable.

I hereby authorized any hospital which has provided treatment to my son/daughter to surrender physical custody of my son/daughter to Cartersville First Baptist upon completion of treatment.

These authorizations shall remain effective through the above the mission trip (Activity) unless sooner revoked in writing and delivered to Cartersville First Baptist Church.

Parent / Guardian Signature: _____ Date: _____

CONSENT TO TRAVEL (FOR JUVENILE PARTICIPANTS)

As parent / guardian of this juvenile participant I entrust them to Cartersville First Baptist Church and hereby authorize them to travel with Cartersville First Baptist Church to the above stated mission trip (Activity) location.

Parent / Guardian Signature: _____ Date: _____

EMERGENCY CONTACT INFORMATION FORM

This information will be extremely important in the event of an accident or medical emergency.

Participant Information:

Name: _____

Date of Birth: _____

Address: _____

Primary Emergency Contact:

Name: _____

Relationship: _____

Phone #: _____ Alternate Phone #: _____

Secondary Emergency Contact:

Name: _____

Relationship: _____

Phone #: _____ Alternate Phone #: _____

Insurance Information:

Company: _____ Policy #: _____

Comments: *(Include any special medical or personal information you would want an emergency care provider to know and/or any special contact information)*

By signing below, I acknowledge that I have voluntarily provided the above information and I authorize CFBC and any of its representatives to initiate emergency medical care and to contact any of the above on my behalf in the event of an emergency.

Participant Signature: _____ Date: _____

(Parent or Guardian Signature if participant is under 18 years of age)

CODE OF CONDUCT

While participating in a CFBC mission trip or event, I agree to the following:

1. I will treat all individuals with respect and dignity.
2. I understand that the use of tobacco products, alcoholic beverages, or illegal drugs is prohibited during the event. I agree to abstain from their use while serving.
3. I understand that fireworks, firearms, and other weapons are not permitted.
4. I will abstain from using foul or inappropriate language.
5. I will work to the best of my ability at tasks I am assigned (Colossians 3:23).
6. In consideration of others and in order to receive sufficient rest, I will respect the “lights out” time each night.
7. I will dress appropriately with modesty and with an understanding that I represent Christ and CFBC.
8. I will stay in designated event areas and stay out of areas designated to be off limits. I will not leave the group, ministry site, church meeting sites, or event location without notifying the team leader.
9. I will respect the privacy of others as I expect others to grant me the same measure of respect for my privacy and possessions.
10. I understand that any property damage I may cause will be my personal responsibility.
11. I will not be a distraction from the mission of the Great Commission.
12. I will exercise good judgement when taking photographs and/or videos and I will exercise discretion when posting anything to social media with a heart of compassion, respect, and a desire to glorify the Lord.

By signing below, I agree that I have read the list above and I pledge to conduct myself in a consistent manner to honor the Lord and help ensure a great experience for everyone.

Participant Signature

Date

DISCIPLINARY ACTION

In the unlikely event that disciplinary action is required, it is important that everyone on the Team understands that there are instances which warrant a Team Member being asked to leave the mission field. The Team Leader will counsel the Team Member and provide ample opportunities in most cases to prevent requiring them to return home. However, there are situations which require the immediate removal of the Team Member from the mission field. It's also important to note that any costs incurred as a result of the early return home under these circumstances are the full responsibility of the Team Member.

The following are examples of situations which would require disciplinary action. This is not an all-inclusive list.

Situations requiring Team Leader counseling:

Inappropriate attire

Causing disharmony among Team Members

Inappropriate actions or words

Insubordination to the Team Leader

Situations requiring the immediate removal of the Team Member:

Drug or alcohol use

Physical violence

Sexual misconduct of any kind

Misconduct including significant disruption among the Team, continuation of inappropriate attire or language, and insubordination of the Team Leader

FINANCIAL POLICIES AND PROCEDURES

“We don’t need methods to make disciples, we need faith.” – Mike Shipman IMB

Individuals exercise faith when following the Lord to go on a mission trip. That same faith should be applied when considering the financial costs, trusting the Lord to supply the necessary funds. Often the first miracle a missionary will witness is watching God work in miraculous ways to provide financial support for their mission. That being said, it is important and helpful to know what the expectations are regarding this obligation.

Every individual that chooses to participate as a member of a CFBC short-term mission team will be responsible and accountable for raising the amount of money required for their personal travel, daily living expenses, and their portion of any general team expenses that are necessary to fulfill its ministry mission. Failure to meet the financial requirements may result in their not being able to participate in the mission trip.

In addition to the stated cost of any mission trip, the individual requirements or needs will be the financial responsibility of the team member. These include, but are not limited to; passports and passport photos, visas (different for each location), immunizations, and necessary personal items such as clothing, toiletries, prescriptions, etc.

Once an individual commits to CFBC mission trip it often represents a financial obligation on behalf of the church that requires advance payments, such as the purchase of plane tickets, hotel accommodations, project materials and securing the correct number of translators, meals and ground transportation. For this reason, **it should be understood that any mission trip funds that are received by the church are considered non-refundable.**

FINANCIAL OVERAGES

In the event an individual raises more financial support than is required for their participation in a CFBC mission trip, the excess funds will be applied to the entire team’s balance. In the instances where the team as a whole raises more funds than needed for a specific mission trip, the overage will go into the general missions designated fund of CFBC to support the future missions efforts of the church. However, a person choosing not to participate in fundraising should not expect any of the individually raised funds to be applied to their balances.

FUNDRAISING

We never want to see an individual not able to participate in a mission trip because of a lack of money. We believe that if the Lord is guiding an individual to go on a mission trip and that individual is proactively engaged in fundraising, then the Lord will supply the necessary funds. But each person must prayerfully consider their decision before making the commitment.

The following criteria must be considered for all fundraising:

- Support raising must be directed toward the financing of a specific CFBC mission trip or project.
- Support raising must not contain elements that reflect negatively upon the church and cause the community to regard our congregation in a negative fashion. (for example; no raffle tickets or door to door solicitation)
- Support raising is to be done in a straightforward and open manner so that the donor understands the purpose of the planned ministry and how funds will be used. The basic approach is to present the financial need through a specific activity or program so that God can touch the heart of those He wants to give.
- Support raising must never compromise Christian principles for the sake of securing funds.
- Support raising projects must receive approval from the Missions Pastor before being implemented.

All fundraising should be for the express purpose of soliciting contributions for expenses related directly to the mission trip ONLY. Under no circumstances are individuals permitted to seek financial assistance for personal use, including the offsetting possible income loss that may occur as a result of participation in the mission trip.

By signing below, I am acknowledging that I have read and agree to abide by these financial policies and procedures.

Participant signature

(Parent or Guardian Signature if participant is under 18 years of age)

Date

FUNDRAISING - Continued

Fundraising can be uncomfortable for some individuals, but it is a necessary part of missions. As believers we all have a responsibility in the mission of making disciples of every nation, tongue, and tribe and fundraising gives others the opportunity to do their part as a “sender” to advance the Kingdom of God. It also presents a great opportunity to share about where God is leading you and that often leads to meaningful Gospel conversations.



One of the easiest ways to share about where God is leading you is to send out support letters. Generally, these should be people outside of our church and therefore have not already heard about your trip. They can support you through prayer and encouragement and some can contribute financially toward the funds necessary to go. This is an easy way for others to join the work that the Lord is doing by partnering with you in sharing the gospel.

“How then will they call on him in whom they have not believed? And how are they to believe in him of whom they have never heard? And how are they to hear without someone preaching? And how are they to preach unless they are sent?” – Romans 10:14-15

Tips for writing an effective support letter:

Create a list of prospective partners.

- Family members
- Civic clubs
- Former/present teachers
- Church where you grew up, if it's different
- Neighbors
- Coworker
- Coaches

Write your own letter or use a sample letter and personalize it.

- Keep it short and simple.
- Ask them to pray and give.
- Include trip dates and purpose.
- Be personal, honest, and direct.
- Include the cost and deadline.
- Offer to answer questions.
- Thank them for their support.
- Hand sign each letter

Important to note:

All support letters are to be sent with the express purpose of soliciting contributions for expenses related directly to the mission trip ONLY. Under no circumstances are individuals permitted to seek financial assistance for personal use, including the offsetting possible income loss that may occur as a result of participation in the mission trip.

Additionally:

- All checks should be payable to Cartersville First Baptist Church.
- Include a return envelope and/or “donation letter” with your name and mission trip info. These can be used later to send out post mission trip information and thank you letters.

Be sure to follow up with supporters when you return. Sharing will allow them to rejoice with you for what was accomplished because of their participation in the Great Commission.

SAMPLE FUNDRAISING LETTER



Greetings Friends and Family,

I am sending this letter to share with you an exciting opportunity. The Lord has opened the door for me to go on a mission trip to the Amazon River in Brazil, and I would love for you to partner with me.

I will be traveling to the Amazon with Cartersville First Baptist Church for approximately 10 days at the end of July through the first part of August. We will be staying on a boat on the Amazon river, as we travel up and down the river sharing the good news of Jesus Christ with the people of the Amazon. Many of these areas have no land access and can only be reached by water.

How can you partner with me?

First and foremost, I ask for your prayers as we honor God’s command to reach the nations. Please pray that God will divinely arrange every aspect of this trip, from the villages we reach and people we encounter to the safety of our families while we are away. The power of prayer cannot be overstated!

Secondly, you can join me with financial support. The truth is, airfare, baggage, food, boats, translators, (the list goes on and on) all cost money. I hope to raise \$2000.00 for this trip by May 31st. I have already paid my deposit, obtained the recommended vaccinations, and have begun gathering the necessary equipment for this trip. Any amount that God puts on your heart will be greatly appreciated.

If you have any questions or you would simply like more information about my trip, please contact me.

Thank you for your support and God bless,

Bob Smith
770-123-4567
bobsmith@email

~ Prayers ~

That hearts and minds
will be open to the
Gospel of Jesus Christ
and that lives will be
changed as a result

God’s will be done

God be glorified

Team Safety and Wellness

DONATIONS

Please mail and make out
checks to:
**Cartersville First Baptist
Church**
at
241 Douthit Ferry Rd
Cartersville, GA 30120

Please DO NOT put my name in
the memo field, just include the
attached Donation Letter



SAMPLE FUNDRAISING LETTER

Donation Letter

To: Cartersville First Baptist Church

Reference: Bob Smith - 2019 Amazon Mission Trip

Please find the enclosed check in the amount of \$ _____

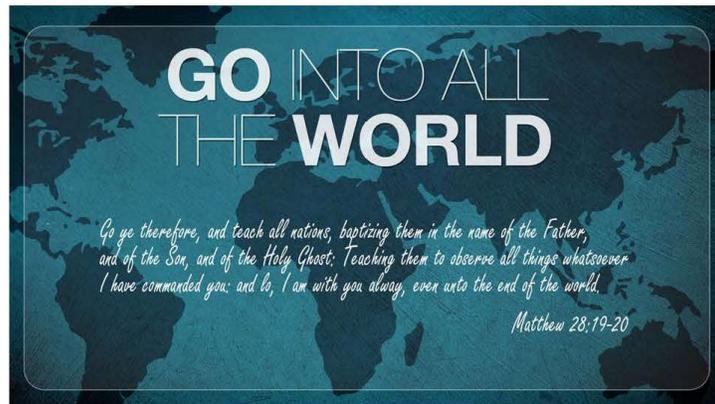
From: _____
Name

Address

Email Address (Optional)

All contributions are tax deductible and nonrefundable. To be tax deductible you must:

1. Make check payable to Cartersville First Baptist Church, not an individual. IRS regulations prohibit the church from giving tax credit for checks made out to individuals.
2. Include the following on the memo line of the check: "Amazon Mission Trip"
3. Cash contributions that want to receive tax credit must include the donor's name and address.
4. Tax contribution statements will be sent after the calendar year end.



SPIRITUAL PREPARATION

Abide in me, and I in you. As the branch cannot bear fruit by itself, unless it abides in the vine, neither can you, unless you abide in me. I am the vine; you are the branches. Whoever abides in me and I in him, he it is that bears much fruit, for apart from me you can do nothing. - John 15: 4-5



What does it mean to Abide in Christ?

“A major theme in the apostle John’s writings is that of abiding. John often utilizes a term that could be translated in the following ways: to remain, stay, abide, live, dwell, last, endure, and continue. Abiding in Christ means having a relationship with Him through faith, possessing the Holy Spirit inside of us, and seeking to be obedient to His words. What we see in John 15 is that the abiding is mutual (for the one who abides in Christ, Christ abides in that person). However, those who are in relationship with Christ must nurture that relationship in order to have vitality and bear fruit. The analogy of the branch is stretched a little in that the branch has the responsibility to remain in the vine. The Christian must be diligent in carrying out this responsibility to abide in Christ.” – Dr. Steven James

Practical Steps to Abide:

Self-Reflection (1 John 1:5-9)

Is there anything that is hindering your relationship with Christ? Unconfessed sin? Something that you need to repent of and leave at the altar? If you are unsure, ask the Lord to reveal it. (Psalm 139:23-24)

Pray (1 Thessalonians 5:17)

Pray for each other (Team Members). Spiritual warfare rages on around us but often becomes obvious and manifests itself as we commit to work for the Lord. Pray for those whom you will encounter, that the Lord would prepare their hearts to receive the Gospel. Pray that you will be

sensitive to the Holy Spirit's promptings and not miss an opportunity to share the good news. Pray that God would be glorified in all that is accomplished. Recruit others to pray for you while you are away. Prayer chains are great ways for others to participate and share in the work that the Lord is doing.

Daily Devotion to His Word (John 8:31)

Spend time in His word daily. God's word is living and active (Hebrews 4:12). It speaks truth in a confusing world. Through time spent in scripture we get a clearer picture of who God is, His desires for our lives, and what our response should be. It teaches, sanctifies, gives hope and joy, and sustains us. "But he answered, It is written, Man shall not live by bread alone, but by every word that comes from the mouth of God" (Matthew 4:4).

SHARING YOUR TESTIMONY

“but in your hearts honor Christ the Lord as holy, always being prepared to make a defense to anyone who asks you for a reason for the hope that is in you; yet do it with gentleness and respect,” – 1 Peter 3:15



Your testimony is your personal story of salvation. An eyewitness account of how God rescued you from sin and death through Christ. Generally, it includes who you were **before** Christ (sinful), **how** you came into a relationship with Christ (repentance and acceptance of the Gospel), and what Christ has been doing in your life **since**. While each person’s testimony can be drastically different, each one is powerful because it describes what God has done for you and what He can do for others.

Because you may be nervous, become side-tracked or forget things when you’re sharing your testimony, which can be confusing or distracting for those listening, a little preparation and practice can be so helpful. There are several resources available but here are some tips for sharing your testimony:

- Keep it short (2 Minutes or less) – You can share longer if you know in advance that time is not an issue, like during a church service or planned event.
- Put God first. The goal of sharing your testimony is to bear witness to God and to reveal Him to others.
- Keep it real. Be honest and as vulnerable as you are comfortable to be.
- Avoid religious words. Your audience might not all be Christians.
- Share some of your previous sin struggles and burdens Jesus lifted.
- Share the scriptures that God used to open your eyes to your sin and your need for a Savior.
- Tell them what differences are in your heart and life since you came to Christ.
- Pray before sharing your testimony.
- Write your testimony down and practice sharing with friends and family.

Share the Gospel, give them an opportunity to respond and offer to pray with them.

SAFETY PROTOCOLS



Safety is always a priority and everyone's responsibility. If you see something unsafe, say something! Here are a few safety protocols to follow while you travel:

- Be aware of your surroundings.
- Look out for each other.
- Stay together as a group. If you must leave the group, go with another team member, and make sure your group leader is aware. Never travel alone.
- Keep valuables out of sight or at home. For example, your cell phone may be worth more than someone makes in a year. So be careful when talking on the phone or taking pictures in crowded public places. Consider taking a silicone alternative to a traditional wedding ring.
- Never leave your airline tickets or passport with anyone. Always keep these with you.
- Carry a printed copy of the address where you are staying.
- In sensitive locations avoid using words like missionary, evangelism, church etc.
- When working, know your limits, and take breaks as necessary.
- Drink water! Especially when you are in the heat for extended periods of time. You may need to drink water before, during, and after activity to stay hydrated.



If you are going to rely on a cellular telephone for communications, have you checked your providers coverage and international plan? Taking your phone off airplane mode and allowing it to connect to a local network, even without making a call, could result in significant fees.

IMMUNIZATION REQUIREMENTS



Some countries require different immunizations/vaccinations and often require documentation presented of those being taken prior to being allowed entry. Therefore, each participant will be expected to obtain all required immunizations and be prepared to present documentation. This will be discussed by your trip leader.



Additionally, The Center for Disease Control and Prevention issues a list of country specific “Travel Health Notices” and recommended “Vaccines and Medicines”. This can be located at

<https://wwwnc.cdc.gov/travel/destinations/list>

It is recommended that each participant review this information, speak with their health care provider, and make a personal informed decision regarding which vaccines or medicines to take.

PACKING CONSIDERATIONS



Consider the following information when packing for your trip:

- Be familiar with the TSA rules for carry-ons and checked baggage. For example, liquids and lithium batteries. More information can be found at: <https://www.tsa.gov/travel/travel-tips/travel-checklist>
- Know your baggage weight limits (Airline and mission organization, if applicable).
- Weather and temperatures of your destination.
- Pack a separate change of clothes in your carry-on in case your checked bag gets lost.
- Medication. If you take medication regularly, make sure you bring enough for your entire trip and if delayed for some reason. Also be familiar with local laws regarding prescription medicine.
- Modest appropriate clothing. Remember, you are representing your church and Christ. Clothing should be task oriented. For example: prayer walking = walking shoes, Construction = work boots and clothing you don't mind getting dirty or damaged. Clothing should also be culturally appropriate. Example: wearing clearly Christian themed or inflammatory "Infidel" shirts in a Muslim context.
- Ear plugs, if you are a light sleeper.
- Insect repellent and/or mosquito net, if necessary.
- Sunscreen, hat, and sunglasses if prolonged exposure is expected.
- A daily journal to record your experiences and to reflect upon later.

TAKING AND POSTING PHOTOGRAPHS/VIDEOS



Taking a photograph or recording a video is a great way to remember aspects of your trip, a special person, or location, but there are a few things you should consider before you do. First, the personal desire to capture a moment should never supersede the mission of making disciples. For instance, spending more time taking pictures like a tourist rather than engaging with people or helping with the task at hand.

Also, there are instances where taking a photograph is not appropriate and we never want to be disrespectful or give the impression that we lack compassion. For example, in situations where there has been loss of life. In some cultures, it goes against religion to have a photograph taken. In some locations, it is illegal to take a photograph or make a recording of someone without their consent. So, it is a good rule of thumb to ask first. In some locations and buildings considered “sacred” photography and recording is forbidden. There are also some instances where it is illegal, such as in airport customs areas and of government/military locations and personnel.



To post or not to post?

Similarly, when we are deciding whether to share or post a photograph or video on social media we should have similar concerns. Why am I sharing this? Does it glorify the Lord? Is it respectful? Does it contain any inappropriate subject matter? Also, and probably most importantly, will it endanger anyone by sharing or posting it? Will it reveal a location or a person's identity that would put a ministry or individual in jeopardy? Even sharing a photograph by text message or email with the geolocation information attached could be intercepted and have unimaginable consequences. Please think before you post and if you're not sure ask first.

CULTURAL DIFFERENCES

There are many different cultures around the world and how we respond to those differences can have a substantial impact on what we are trying to accomplish.



It's always a good practice to research the people and location of where you are headed in advance but here are some things to consider:

Food

Food is such an important part of a culture and often has considerable significance when we are building relationships. Many cultures pride themselves on being hospitable, even when giving you food means they will go without eating. Prepare yourself in advance. Things are likely to look, smell, and taste different but turning down food can be hurtful and insulting. For this reason, you are encouraged to embrace these opportunities and not act squeamish.

Clothing

Don't let your clothing choices be a stumbling block for someone coming to the Lord. Always dress with modesty, even if you are a little uncomfortable. Be prepared to take off your shoes before entering a home or building out of respect. If you are unsure, ask your host, they will appreciate your attention to their feelings. Consider what might be offensive to wear in your context like an "infidel" shirt in a Muslim community.

Gestures and Behaviors

Some everyday seemingly harmless gestures that we use can have completely different, offensive, or even obscene meanings elsewhere. Some behaviors can be considered insulting like sitting with the bottom of your feet or sole of your shoes visible. This is where your research can be very helpful.

There can be a lot of differences between cultures but taking the time to learn and understand them communicates that you are sincere and care about the person or people you are trying to reach.

At the end of the day, I believe you will find *"We are more alike than we are unlike"* – Maya Angelou

WORKING WITH CHILDREN

Whether planned or unplanned, we will potentially encounter children on just about any mission trip and event. The safety and wellbeing of children is of the utmost importance. For that reason, it is required that every adult wishing to participate in a CFBC mission trip will submit to a criminal background check and be properly trained and informed as to the best practices for working with children, as well as the legal requirements for reporting suspected child abuse or neglect.

Each participant is required to complete Sexual Abuse Awareness training through Ministry Safe within the last two years of the planned event and provide proof of completion before being allowed to participate.

Additionally, there are some simple things we can do to protect ourselves from even the image of impropriety. For instance:

- Adults should never be alone with a child, especially in an area that is not within full view of the public.
- Men should never take a child to the bathroom and go in with the door shut.
- Adults should be very mindful of any physical contact with a child. For example, giving side hugs instead of the traditional front hug and an adult should never allow a child to sit in their lap.

MANDATED REPORTING

Who is a mandated reporter?

A mandated reporter is a person who, because of his or her profession, is legally required to report any suspicion of child abuse or neglect to the relevant authorities. These laws are in place to prevent children from being abused and to end any possible abuse or neglect at the earliest possible stage.

What is mandated reporting?

Mandated reporting is the early recognition of child maltreatment with the goal of preventing further abuse from occurring. Many mandated reporters have professional relationships with children that make it possible for children to disclose abuse or for the mandated reporter to identify maltreatment.

Anyone working with children under 18 years of age who have reasonable cause to suspect child abuse or neglect should report it. However, certain professions are required by law to

report suspected child abuse or neglect in Georgia [OCGA 19-7-5(c)(1)]. The majority of child abuse and neglect reports are made by mandated reporters, making them a first line of defense. The purpose of this law is to protect and prevent further abuse and its adverse effects as well as bring protective services into the home with the hopes of improving the child's welfare and preserving the family when possible.

How are reports handled?

In Georgia, The Department of Family and Children Services (DFCS) receives the report and then determines if there is cause for an investigation. It is DFCS's responsibility to take appropriate measures to protect the child.

More information can be found at: <https://dfcs.georgia.gov/services/child-abuse-neglect>

15 PASSENGER VAN GUIDELINES

In the instances where 15 passenger vans are required for a missions related event the following regulations will apply:

- Drivers must have a valid driver's license.
- Drivers must submit to a MOTOR VEHICLE REPORT (MVR) check, driver's history report.
- Drivers must be at least 25 years old.
- Drivers will conduct a visual inspection for proper functionality and any visible damage that would affect the safe operation of the vehicle.
- Drivers will require each occupant to wear a seatbelt while the vehicle is in operation.
- Drivers will immediately report any accidents to 911, requesting a police report be made, and then report to CFBC when safe to do so.
- Drivers will use spotters, when possible, for backing up.
- Drivers will obey all traffic laws, including posted speed limits and hands-free driving.
- Vans will be loaded with no more than 12 passengers.
- When the van is not full, passengers should sit in seats in front of the rear axle.
- Vans will not transport luggage or anything else on the roof.
- Cargo inside the van should be placed forward of the rear axle, if possible.
- Vans will not be used to tow anything, including trailers of any kind.

Training Requirements

Before operating a passenger van, all drivers must successfully complete the required online training provided by Brotherhood Mutual Insurance Company, at least every three years. This training will allow the driver to:

- Recognize the difference between driving a passenger van and a car.
- Be familiar with best practices for loading a passenger van.
- Describe how to adjust driving to account for differences between cars and passenger vans.
- Recognize potentially hazardous conditions when driving a van and how to adjust driving to account for them.

For additional safety information, drivers may review the following brochure provided by the National Highway Safety Administration:

<https://exchange.aaa.com/wp-content/uploads/2014/01/vanbrochure.pdf>

15 PASSENGER VAN DRIVER CHECKLIST

- All passengers must buckle up!
- Is the tire pressure at an appropriate level?
- Are the spare tire and jack present?
- Are the mirrors (rear view and side view) properly positioned?
- No more than 12 passengers allowed.
- If the van is not full, are all passengers in seats positioned in front of the rear axle?
- Is the cargo placed in front of the rear axle? (if possible)

If there is a problem with the van, or any questions about the requirements, please contact the CFBC Missions Pastor before proceeding.

If all standards on this checklist are properly met, then you are ready to begin your journey. Drive Safely!

TRIP LEADER CHECK LIST

Participant Name: _____

- Completed registration process
- Active CFBC Member, at least 3 months
- Affirmation of statements of faith
- Background check
- Ministry Safe (Sexual Abuse Awareness Training)
- Personal medical insurance
- Waiver and release of liability
- Emergency contact form
- Required training, if applicable
- Passport, with at least 6 months remaining beyond last day of trip
- Required vaccinations, if applicable
- Required visa, if applicable
- Group travel insurance, if necessary
- Financial Policies and Procedures Agreement
- Deposit
- Remaining balances

Notes:

Completed By: _____

Date: _____

RE-ENTRY (RETURNING HOME)

Hopefully you had a great experience while serving and grew closer to the Lord during your time away. Our hope is that you have returned changed, in a good way. Perhaps you have a better understanding of the challenges that others face outside of your normal surroundings. Perhaps you have a greater appreciation of how the Lord is at work around the world. Our prayer is that in this time away from the everyday hustle and bustle you have been able to focus and listen and have a sense of where the Lord is directing your path. Maybe it's in serving at CFBC, as a longer term missionary, or even in fulltime ministry. Wherever you are lead, we pray that your recent experience will motivate you to continue looking for opportunities in your life to share the gospel.



Sometimes, returning from a mission trip can be just as much of a culture shock as when you first arrived on the mission field. Seeing in a new light how people are spending their time and money when there is so much need in the world. Watching people go about their daily lives without knowing all that you have just seen and experienced can be an odd feeling. Just remember to respond in kindness because you were once like them.

Sometimes the reality of work, school, sports, family, and other obligations after you have just spent time away focused on God's word, His will, and His people can lead to feelings of depression. It helps to recognize what is happening and why. Talk to your teammates, team leader, and pastor. Pray for each other and for God to reveal to you how to use this time to align your life with His.

Read your journal. Recount what you have seen the Lord do. Share your story. It's encouraging and inspiring for people to hear how you saw the Lord at work. This can be what you saw on the mission field or what you sense the Lord did or is doing in your life as a result of your trip. Don't forget to share with those that committed to pray for you and any that may have helped financially send you. Sharing will allow them to rejoice with you for what was accomplished because of their participation in the Great Commission.

CFBC MISSION TRIP EVALUATION FORM

Thank you for faithfully serving on a short-term mission trip. We value your input regarding your recent mission experience. We learn from each mission trip and strive to continually improve our efforts and effectiveness. We would also like to know what God has done in your life as a result of your recent mission trip.

Please complete this evaluation and e-mail to bbunce@cartersvillefirst.com

Participant Name _____

Trip Location _____

Trip Dates _____

1. Please describe what you did while serving as a member of this mission team.

2. What was the highlight of your mission experience?

3. Tell us about some of the challenges you experienced during this mission trip.

4. While on the mission field, what do you feel was your most valuable experience?

5. If you could change one thing about your mission trip, what would it be?

THINGS TO REMEMBER AS YOU GO

Be fluid because flexible is too rigid.

Things rarely go exactly as we planned, but it is often in these unexpected moments that God is at work.

We are there for the people not just the project.

Don't be so focused on completing a task that you miss an opportunity to fellowship with someone or share the Gospel.

Be mindful when taking and posting pictures.

Taking or posting some pictures could have significant negative consequences and even put lives in jeopardy. Think hard before you post and when in doubt, leave it out or ask first.

Be mindful of what you say, even among your group.

You never know who may be listening and once it leaves your mouth, you can't take it back. For example, a snide comment about the living condition of home may cause hurt and resentment instead of helping to build trust and a relationship.

"Do all things without grumbling and complaining" - Philippians 2:14

You may be the only Christian someone ever sees. What impression will you leave?

"Whatever you do, work heartily, as for the Lord and not for men" - Colossians 3:23

No matter how big or small the task, remember that the Lord has led you to it and it's for His glory.