

# Participate in Mission Manual



A Mission Manual for Team Leaders

January 2023

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## Welcome, Team Leaders

Alaska Mission for Christ (AMC) is excited that you have chosen to serve as a Team Leader. Leading a team of short-term missionaries is a great responsibility that provides many rewards and a few challenges. As you lead your team through pre-trip, trip, and post-trip processes, you are not alone.

Through prayer, the Holy Spirit will be leading and guiding you. The AMC staff is also available throughout this process. Rely on the resources surrounding you and involve your team members in the planning process. They might just be inspired to lead a team of their own one day. Remember, no matter the size of your mission project or the size of your team, God is working through your service to proclaim and practice the love of Jesus in Alaska.

### Team Leader Responsibilities (pre-trip):

- Serve as a role model, spending time in prayer and devotion before, during, and after the servant event
- Coordinate service and travel needs with the AMC Servant Event Coordinator
- Recruit team members who demonstrate a servant heart and can handle themselves in a mature manner in a new cultural setting
- Plan and conduct team meetings
- Work toward group consensus in making decisions and solving problems
- Encourage and build a sense of community between team members
- Listen and respond to the needs of the team and AMC staff
- Ensure all volunteer paperwork and team training is completed by all team members
- Verify that trip funds are collected, and all payments are made on a timely basis
- Work with your pastor and congregation to involve the entire congregation in the short-term mission trip

### “Boots on the Ground” Responsibilities:

- Lead your team in daily prayer and devotion
- Model flexibility in service
- Serve as mediator when conflicts arise
- Be aware of the physical, emotional, and spiritual health of team members during service
- Provide a time to de-brief each day. Allow for individual team member to share “highs” and “lows” without judgment

### Post-Trip Responsibilities:

- Complete the AMC Team Evaluation Forms
- Complete and return any Incident Reports if needed
- Follow-up with team members and encourage future local, national, and international mission involvement

- Ensure that team members have opportunities to share their experience with individual supporters and their congregation.

This list of responsibilities may seem long and overwhelming but don't be discouraged. Remember, you are not alone in this endeavor. The AMC staff is always available to assist. Assigning tasks early to team members will help your volunteers to prepare for the mission service opportunity. It will also allow you the time needed to pray and prepare your team for what lies ahead in proclaiming and practicing the love of Jesus in Alaska.

Thank you for serving as Team Leader. Your role is vital to the success of your team's service throughout the state of Alaska. We value your commitment, and we are here to encourage you. Please reach out as questions arise. May God's love bless you and your team as you prepare to serve and carry out HIS mission in our 49<sup>th</sup> State.

Serving with Joy,  
The AMC Staff

2023 Theme Verse:

*"And the Word became flesh and dwelt among us, and we have seen his glory, glory as of the only Son from the Father, full of grace and truth. For from his fullness we have all received, **grace upon grace.**" (John 1:14 & 16)*

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## AMC: Purpose and Mission

### Purpose and Mission

Alaska Mission for Christ is a nonprofit Lutheran Church – Missouri Synod (LCMS) ministry established to proclaim and practice the love of Jesus in Alaska.

Since we believe every Christian is a part of the body of Christ, we encourage and equip volunteers to be involved in sharing the Gospel through various Servant Event opportunities.

AMC also partners with the LCMS congregations of Alaska to identify needs, build relationships, and witness throughout the state. Currently, four of Alaska's 13 LCMS congregations have their roots in the ministry of Alaska Mission for Christ.

### What We Believe and Teach

There is one true God. The true God is One God in Three Persons, Father, Son, and Holy Spirit. (2 Corinthians 13:14)

The Bible is God's trustworthy and true Word, in which He reveals His Law and His Good News of salvation in Jesus Christ. It is the only rule and guide for Christian teaching and life for all people in every place and at every time. (2 Timothy 3:15-17)

God Created and Cares for our World. God created all things in His wisdom and power. He continues to care for His creation today. (Genesis 1:1, Matthew 6:25-33)

God loves the people of the world, even though they are sinful, rebel against Him and do not deserve His love. He sent Jesus, His Son, to love the unlovable and save the ungodly. We believe Jesus died on the cross and rose from the dead to give victory over sin, death, and the devil to those who believe in Him. (John 3:16-17, Romans 6:23, 1 John 4:7-11)

God the Holy Spirit works to bring people to believe in Jesus. The Holy Spirit also works to make us more like Jesus. (John 14:26, John 15:26, Romans 8:9, Galatians 5:22-23)

God saves people by GRACE through FAITH in Jesus, not by good works. (Ephesians 2:8-9)

God claims us as his own by washing away our sins in baptism. (Titus 3:5)

God sustains our Christian life by continually forgiving and strengthening us by his Word and by Jesus' body and blood in the Lord's Supper. (John 17:17, Matthew 26:26-28)

God calls us to a life of following Jesus. Through His power, we strive to reject our own sinful desires and living out the desires of the Holy Spirit. (1 Peter 2:21, Galatians 5:16)

God calls and equips all of his people to tell the Good News of Jesus by word and actions.  
(Matthew 28:18-20)

### Mission and Service Opportunities

Serving with AMC is more than an adventure. It involves something more than exploring new culture, beautiful creation, and local surroundings. We believe that our volunteers have been set apart by the Holy Spirit to carry out God's purpose and plan. God is the one who will energize and empower any "successes." Ask God to help you focus your attention on Alaskans, not as objects for salvation, but as "fellow citizens" (Ephesians 2:19). Hopefully, you will experience the thrill of growing friendships with those in your assigned village/community. Unforgettable moments should include times spent together building a friendship that goes beyond winning a soul for Christ!

As you prepare to embark on this journey, remember to also pray for your fellow teammates and for the staff of AMC as we all work to proclaim and practice the love of Jesus throughout our 49<sup>th</sup> state.

Whether you are interested in short-term, long-term, or a volunteer position you can do from home, you can be an integral part of our ministry.

You can join us in short-term (10 days) servant events including:

- Vacation Bible School
- Christian Athletic Camps
- Youth Nights
- Teen Camps
- Fine Arts Camps
- Work & Witness Projects
- And, more

Opportunities for long-term ministry volunteers also exist. If you are interested in long-term ministry volunteer opportunities but are not sure what that could look like, we are here to help you. We are looking for those with a passion to serve others with the love of Christ.

Part- and full-time staff opportunities exist, as well. A meeting between the potential employee and the AMC Executive Director would be required to identify a match between ministry needs and individual skill sets.

## Alaska Regions:

Alaska is the largest and most sparsely populated U.S. state (est. pop. 750,000). It is known for its diverse terrain of open spaces, mountains and forests with abundant wildlife, and many small towns and villages. If the state of Alaska were laid over the lower 48 states, it would stretch from San Francisco, CA, to Jacksonville, FL. It is a vacation destination for outdoor activities like fishing, hiking, skiing, mountain biking, and kayaking. In the summer, 20+ hours of daylight are normal, while darkness reigns for 20+ hours in winter.

To facilitate travel planning in the 49th state, it is broken down by region:

- **Far North:** Alaska's Arctic is home to the Inupiat Eskimos, many who still live a subsistence lifestyle and still preserve their history verbally from generation to generation. The Far North is filled with a rich history and natural wonders including the Arctic National Park and Preserve. The communities of Alaska's Far North are accessible from Fairbanks or Anchorage via jet or small aircraft. This is one of Alaska's most diverse regions, filled with cultural opportunities, wildlife, and a landscape ranging from coastal plains to mountain ranges.
- **Anchorage/Southcentral:** Home to over half of Alaska's population, Southcentral is a playground of activities from world-class fishing to hiking and wildlife viewing. With mountains and lakes, Southcentral offers the advantages of remote wilderness, but it is linked via roads. Southcentral has the amenities travelers seek, while serving as a gateway to the wilderness experience.
- **Interior:** In Alaska's heartland, you'll see the continent's tallest peak, Denali, and wide expanses of tundra. The forests are teeming with wildlife and bird life ranging from the formidable grizzly to stately herds of caribou to the state bird, the Willow Ptarmigan. Interior is the original home of Alaska's Athabascan Indians. Gold miners, farmers, and fur trappers later discovered the riches of this region.
- **Southeast/Inside Passageway:** Alaska's Inside Passage boasts wildlife-filled fjords and lush island scenery — habitat for bald eagles, sea lions, porpoises, and whales. Its mountains are carpeted with majestic forests. The Inside Passageway is home to Eyak, Tlingit, Haida, and Tsimshian Indians whose history is reflected in towering totem poles.
- **Southwest:** For those with a naturalist streak, few places on earth compare with the wonders of Southwest Alaska. Brown bears amble along the hills and plains, and more than 240 bird species inhabit Alaska's Southwest region. The region's terrain ranges from a landscape of volcanoes in Katmai National Park, to the windswept Aleutian Islands that make a 1,000-mile sweep toward Asia. Southwest Alaska Natives are named after the two main dialects of the Yup'ik language, known as Yup'ik and Cup'ik. They still depend on subsistence fishing, hunting and gathering for food.



## Native Cultures



One of the more challenging roles as a volunteer in a new or unfamiliar culture is the role of being a “guest” or “student” in the local community. Invitations to special activities, such as fish camps, will be determined by culture and through the establishment of trust and ongoing relationships.

Respecting others’ customs and culture can be a powerful witness of God’s love. Most cultural customs are not moral issues. They are simply a reflection of a culture’s history, weather, and/or geography. Listening is key to building a relationship on respect and trust. Take the time to appreciate the rich cultural knowledge from those in the assigned community. The people in Alaskan communities are created in God’s image, brimming with gifts, talents, and abilities very useful in their context.

For most of us, being vulnerable and at the mercy of others is quite uncomfortable. We would rather “take charge” and lead rather than be led. As you remember your role as guest or student, fight off the tendency to base your standards on the dominant culture’s (“lower 48”) viewpoint. It is critical to listen and learn from those living in the local culture while sharing God’s love. We need to be flexible in such matters so as to not give offense or confuse the message of the Gospel.

Encourage volunteers to connect with community elders and leaders to learn about native culture and customs. It may also be appropriate to share in worship or in a community meal where the children are able to share the VBS songs and stories they have learned throughout

the week. We can advise, encourage, help, and provide some expertise they may lack, but the community should lead and direct its own change. We simply help make that possible with God's direction.

To learn more about native Alaskan culture, make a visit to one of our state's museums:

#### **Anchorage:**

- **Alaska Native Medical Center** (<http://anmc.org/patients-visitors/craft-shop/>): The ANMC Craft Shop consigns and commissions works from Alaska Native artists and crafters from every region of Alaska and sells their one-of-a-kind works to visitors.
- **Anchorage Museum** (<https://www.anchoragemuseum.org/>): The Anchorage Museum connects people, expands perspectives, and encourages global dialogue about Alaska and its distinct environment.
- **Alaska Native Heritage Center** (<http://www.alaskanative.net/>): The Alaska Native Heritage Center is an exciting place where people can visit to expand their understanding of Alaska's Indigenous people.

#### **Fairbanks:**

- **University of Alaska Museum of the North:** Discover Alaska Native cultures, natural wonders, and diverse wildlife. Explore 2,000 years of Alaska art. Learn about research by museum scientists.
- **Morris Thompson Cultural Center:** The Morris Thompson Cultural and Visitors Center is a place for gathering, discovery, education and celebration made possible by a cross-organizational, multi-cultural partnership built on the values lived by the late Morris Thompson. Visitors and locals gather here to discover and learn about Interior and Arctic Alaska.

#### **Juneau & Sitka:**

- **Alaska State Museums:** The Alaska State Museums (a state educational agency comprised of the Alaska State Museum and the Sheldon Jackson Museum) identify, collect, preserve and exhibit Alaska's material and natural history and provide public access to services and collections of the Museums.

Another excellent resource to learn about Alaska culture in competition is:

- **Native Youth Olympics** (<https://citci.org/partnerships-events/nyo-games/>): NYO Games is a year-round program that has a quantifiable positive impact on more than 2,000 youth each year. NYO influences young Alaskans to improve academic performance, strengthen overall health and well-being, and instills important values, including leadership and respect—values that make strong communities and build tomorrow's leaders.

## Impacts of Historical Trauma

According to Dr. Maria Yellow Horse Brave Heart, historical trauma is the “cumulative emotional and psychological wounding over one’s lifetime and from generation to generation following loss of lives, land and vital aspects of culture.” Historical trauma has emerged as a critical area of study in understanding and addressing long-term health problems in native communities.

Historical Trauma Response (HTR) refers to the manifestation of emotions and actions that stem from this perceived trauma. HTR is exhibited in a variety of ways, most prominently through substance abuse, which is used as a vehicle for attempting to numb pain. Other self-destructive behavior, such as suicidal thoughts, depression, anxiety, low self-esteem, and anger may also be prevalent with HTR. Many historians and scholars believe the manifestations of violence and abuse in certain communities are directly associated with the unresolved grief that accompanies continued trauma. Historical trauma is not just about what happened in the past. **It's about what's still happening.**

AMC encourages team volunteers to listen with a compassionate heart to the trauma and grief that resonates through the Alaskan people and communities. It is important to rely on God’s strength and His healing words of love and compassion when ministering in the midst of these present hurts and generational trauma.

The resources listed below can be shared with those in need:

**Domestic/Sexual Abuse:** Research shows that in the lifetimes of Native and indigenous women 34% are raped; 39% are victims of domestic violence, and 2.5 times as likely to experience violent crimes. Please share these resources with those who may need assistance.

- Alaska Network on Domestic Violence and Sexual Assault: 907-586-3650
- National Domestic Violence Hotline: **800-799-SAFE (7233)** or 800-787-3224 (TTY) if you are hearing impaired.
- Report child abuse (Alaska hotline): 800-478-4444
- National Child Abuse Hotline: 800-422-4453
- Tundra Women’s Coalition (Bethel): 800-478-7799

**Drug/Alcohol Abuse:** Alcohol, opioids, heroin, methamphetamine, prescription drugs, cocaine and marijuana are the most commonly abused drugs in Alaska. If you suspect drug poisoning, contact Poison Control at 800-222-1222 or call the police/VSP0 number in the village.

**Homelessness:** Recent estimates project that there are 2000 Alaskans experiencing homelessness (AK Dept of Health). According to numbers compiled by the Institute for Community Alliances (ICA) in August 2022, Alaska Natives represent over 40% of the homeless population in Anchorage. AMC continues to partner with Christian social ministry agencies such as Downton Hope Center, Brother Francis Shelter, Clare House, and Covenant House in

Anchorage, as well as Family Promise in the Mat-Su Valley to support outreach to the homeless populations.

It is important to note that you SHOULD NOT feel bad about NOT giving money directly to panhandlers. In fact, it is illegal to lure panhandlers into the roadway. Real change – not spare change – is the best way to help out panhandlers.

Alaska 2-1-1 is a one-stop resource for connecting with a wide variety of vital resources including emergency food and shelter, disability services, counseling, senior services, healthcare, childcare, drug and alcohol programs, legal assistance, transportation needs, educational opportunities, and much more. Call 2-1-1 or 1-800-478-2221 Monday through Friday from 8:30 am to 5:00 pm. It's free and confidential.

### **Human Trafficking:**

Human trafficking is a form of modern slavery that occurs in every state, including Alaska. Traffickers specifically are targeting women and girls in rural Alaskan communities. A few years ago, traffickers admitted to plans of bringing victims from villages into the city, calling it “tundra pimping”. A recent [Loyola University report](#) found that homeless youth in Anchorage were being trafficked at a rate of nearly 30% – a higher rate than any other city studied, including New York and New Orleans. Nearly 45% of trafficked youth identified were Alaska Native. The disproportionality is alarming.

According to the Anchorage Covenant House in 2022, one in three Alaskan children will be approached by a human sex trafficker within 48 hours of becoming homeless. The common age of recruitment is between 13-16 years. The average lifespan once recruited is only seven additional years. One in seven children will be a runaway from home before the age of 18.

If you believe someone may be a victim of trafficking, report it to the National Trafficking Hotline at 888-373-7888.

### **Suicide:**

Suicide is a serious topic. If you are worried about someone—or not sure how to reach out, **Careline** is Alaska’s suicide prevention and crisis line. **Careline** can also help you understand how to support someone you think may be in crisis. For toll-free, confidential help in Alaska, call **9-8-8** or **Careline** at **877-266-4357** or visit the website at [www.carelinealaska.com](http://www.carelinealaska.com) for suicide prevention information and resources.

## Serving Safely:

### Earthquake Preparedness

An earthquake is a sudden, rapid shaking of the ground caused by the breaking and shifting of rock beneath the Earth's surface. This shaking can cause buildings and bridges to collapse; disrupt gas, electric, and phone service; and sometimes trigger landslides, avalanches, flash floods, fires, and huge, destructive ocean waves (tsunamis). Earthquakes can occur at any time of the year.

Aftershocks are smaller earthquakes that follow the main shock and can cause further damage to weakened buildings. After-shocks can occur in the first hours, days, weeks, or even months after the quake. Be aware that some earthquakes are foreshocks, and a larger earthquake might occur.

What can I do to prepare before an earthquake occurs?

- Pick "safe places." A safe place could be under a sturdy table or desk or against an interior wall away from windows and bookcases, or tall furniture that could fall on you. The shorter the distance to move to safety, the less likely you will be injured.
- Practice drop, cover, and hold-on in each safe place. Drop under a sturdy desk or table and hold on to one leg of the table or desk. Protect your eyes by keeping your head down. Practice these actions so that they become an automatic response.
- Wait in your safe place until the shaking stops, then check to see if you are hurt. You will be better able to help others if you take care of yourself first, then check the people around you. Move carefully and watch out for things that have fallen or broken, creating hazards. Be ready for aftershocks.
- Be on the lookout for fires. Fire is the most common earthquake-related hazard, due to broken gas lines, damaged electrical lines or appliances, and previously contained fires or sparks being released.
- If you must leave a building after the shaking stops, use the stairs, not the elevator.
- If you're outside in an earthquake, stay outside. Move away from buildings, trees, streetlights, and power lines. Crouch down and cover your head. Many injuries occur within 10 feet of the entrance to buildings. Bricks, roofing, and other materials can fall from buildings, injuring persons nearby. Trees, streetlights, and power lines may also fall, causing damage or injury.
- Get training. Take a first aid class from your local Red Cross chapter.
- Discuss earthquakes with teammates. Everyone should know what to do. Discussing earthquakes ahead of time helps reduce fear and anxiety and lets everyone know how to respond.

## Tsunami Warnings

How you respond to a tsunami warning depends on where you are and how you receive the warning. There are two types of tsunami warnings, official and natural. Both are equally important and suggest the potential for a tsunami that may cause widespread flooding. Be prepared to respond to whatever you hear or see first. For your safety and others, always follow instructions from local officials.

### **Official Tsunami Warning**

If you are anywhere in a tsunami hazard or evacuation zone or a low-lying coastal area and you receive an official tsunami warning, a tsunami is likely. The warning will estimate the tsunami's arrival time, describe potential impacts, and recommend actions to take.

- Stay out of the water and away from beaches and waterways.
- Get more information about the threat and what to do from [NOAA Weather Radio](#), local radio or television or your mobile device (text or data). Limit non-emergency phone calls to keep the lines open for emergency communications.
- If local officials ask you to evacuate, move quickly to your safe place outside the hazard or evacuation zone unless officials tell you to go somewhere else. If you do not have a safe place or cannot reach it, follow evacuation signs to safety or go as high or as far inland (away from the water) as possible.

### **Natural Tsunami Warning**

If you are in a tsunami hazard or evacuation zone or a low-lying coastal area and you feel a strong or long earthquake, the ocean acts strange (e.g., it looks like a fast-rising flood or a wall of water or it drains away suddenly, showing the ocean floor like a very low tide) **OR** there is a loud roar coming from the ocean, a tsunami is possible and could arrive within minutes.

- Do not wait for an official tsunami warning or for instructions from local officials.
- As soon as you can move safely, move quickly to your safe place outside the hazard or evacuation zone. If you do not have a safe place or cannot reach it, follow evacuation signs to safety or go as high or as far inland (away from the water) as possible.
- When you are in a safe place, get more information about the threat and what to do from [NOAA Weather Radio](#), local radio or television or your mobile device (text or data). Limit non-emergency phone calls to keep the lines open for emergency communications.
- Follow instructions from local officials. It is their job to keep you safe.
- Stay out of the tsunami hazard or evacuation zone until local officials tell you it is safe. The first wave may not be the last or the largest and the danger may last for hours or days.
- If you are on the beach or near the water and feel an earthquake—no matter how big or how long it lasts—move quickly off the beach to high ground or inland (away from the water) as soon as you can do so safely.

## Wildfires

Wildfires can begin in many ways--from human error to a lightning strike. As is true for any natural disaster, pre-planning is key to remaining safe.

### **IF YOU ARE UNDER A WILDFIRE WARNING, GET TO SAFETY RIGHT AWAY**

- Leave if told to do so.
- If trapped, call 9-1-1.
- Listen for emergency information and alerts.
- If an evacuation occurs when minors are in your care, please be sure to include them in your evacuation process. Alert authorities as to your plan so that parents are able to reunite with their children as soon as possible.

### HOW TO STAY SAFE WHEN A WILDFIRE THREATENS

Prepare NOW:

Sign up for alerts with the Division of Homeland Security and Emergency Management:

<https://ready.alaska.gov/sitrep> Also, Alaska Wildland Fire Information puts out text and email alerts. Sign up at: [www.nixle.com](http://www.nixle.com).

- Know your community's evacuation plans and find several ways to leave the area. Drive the evacuation routes and find shelter locations.
- Gather emergency supplies, including N95 respirator masks that filter out particles in the air you breathe. Keep in mind each person's specific needs, including and updated asthma action plan and medication.
- Designate a room that can be closed off from outside air. Close all doors and windows. Set up a portable air cleaner to keep indoor pollution levels low when smoky conditions exist.
- Find an outdoor water source with a hose that can reach any area of the properties in use.
- Pay attention to [air quality alerts](#).

## Wildlife

Be aware of wildlife! DO NOT approach bears or moose! "Selfies" are NOT ALLOWED! If you encounter dangerous wildlife, hide behind something solid. If you are attacked, curl into a ball, protecting your head/neck, and lie still until the animal retreats. It's best to make noise while hiking to scare off any predators.

## Team Service

### AMC Connections

The staff of Alaska Mission for Christ connect with community leaders to ensure that AMC's ministry and service is desired in communities where teams serve. Each year, permission to continue in ministry and service is sought from the local church, the community, and/or tribal council/elders. Team leaders are also encouraged to create connections with these human resources within the communities in which they serve.

New AMC short-term mission teams will be asked to commit to serving three consecutive summers in the assigned community, barring any discord between the team and the community. Through long-term relationships, community trust is built, and ministry continues beyond the team's service.

The Servant Event Coordinator is the point of contact for team leaders. She also provides team support and documentation for volunteers. Applications, pastoral references, background checks and child protection training are all avenues the ministry takes to ensure that we are sending the "best of the best" volunteers to each community. Along with keeping our communities safe, we want to ensure the safety of our volunteers. After conferring with our risk management team, insurance company, and partner mission agencies, AMC has approved a new protocol to ensure the safety of our communities, volunteers, and ministry. AMC will institute a \$100 non-refundable deposit per volunteer. This deposit covers the background check, mission trip insurance, and ongoing mission support with a one-time deposit. Not only does this provide each volunteer with peace of mind, but it also ensures that AMC is practicing Godly stewardship of resources (that's you!).

### Acknowledgment of Understanding and Consent

Alaska Mission for Christ does not discriminate on the basis of race, color, national origin, sex, age or disability for service opportunities. Because we are a ministry of a church body, The Lutheran Church – Missouri Synod, we retain the right to give preference to persons who are members of an LCMS congregation. It is understood that the volunteer application is not an obligation to provide a volunteer service opportunity. All volunteers of AMC are expected to respect the doctrines of the LCMS and to pursue lifestyles that are morally in harmony with its teachings.

By signing the online volunteer application, the volunteer acknowledges that he/she will not use alcohol, marijuana, or any other controlled substance while volunteering with AMC. Also, the volunteer acknowledges that fireworks, firearms and other weapons are prohibited from facilities utilized by and for AMC teams including schools, community centers, churches and other public buildings as per state and federal law and owner's requests.

The online application also includes acknowledgment of the photo release policy: *"I give unrestricted permission for my/my child's image to be used in print, video, and digital media by Alaska Mission for Christ. I enter into this agreement to assist Alaska Mission for Christ in their*



*ministry efforts and waive any right to compensation for such uses by reason of the foregoing authorizations. I hold Alaska Mission for Christ harmless from, and against any claim for, injury or compensation arising out of the activities authorized by this agreement.”*

The individual volunteer must understand that AMC reserves the right to cancel his/her involvement as a volunteer if the ministry believes the safety or integrity of any party might be at risk.

### Team Size and Age Requirement

The size of the mission team depends largely upon the size of village and the ministry to be completed. Many times, housing becomes the largest issue is placing teams within smaller communities. Team sizes can range from 3-30.

AMC brings volunteers into communities that have many issues, including high rates of alcoholism, drug use, suicide, human trafficking, and domestic violence. We serve those communities with the love of Christ. However, serving in these communities includes risk. We have had teams in a village when a suicide occurred. There have been incidences of young people revealing sexual abuse to volunteers. We often have had teams who have had to deal with intoxicated visitors to programming activities. We recognize that some children have difficulty processing some of these risks. Therefore, we have developed the following age policy for volunteers:

- Team Leaders must be at least 21 years of age.
- High School teens must be accompanied by 1 adult for every 6 teenagers.
- Junior high volunteers are not appropriate in some communities. Where appropriate, there must be 1 adult for every 4 junior high age volunteers.
- While family mission trips can be a blessing, families should recognize the risks of bringing smaller children on a mission trip. Not only may younger children be exposed to traumatic events, the parents spend much of their time and energy caring for the needs of these children. Children under 13 may only volunteer on an Alaska Mission for Christ servant event with their parent(s) or guardians also in attendance.
- Any volunteer under high school age must be approved to serve by the Alaska Mission for Christ staff in consultation with the parents of the youth.
- AMC gives priority to any team's age policies that are more restrictive than this policy.

(Board Approved: Feb. 2, 2018)

### Team Formation and Flexibility (Appendix A)

Team leaders are encouraged to rely on prayer as they recruit team members. It is amazing to watch teams form under the direction of God’s guidance and plan. Of course, team leaders may find it helpful to advertise for team members through church newsletter or bulletin articles. It is also helpful to organize an informational meeting for prospective volunteers to learn about the mission service opportunity (see Appendix A for a sample meeting agenda).

Teams are encouraged to serve with a keen sense of organized flexibility. If your flight gets delayed, if the food tastes weird, if your mission trip project gets rained out, if you don't sleep well, if your rental vehicle gets a flat tire, if you get bit up by bugs, embrace...

- a. Flexibility over obstinacy
- b. Gratefulness over complaining
- c. Encouragement over gossip
- d. Kindness over sarcasm
- e. Service over selfishness
- f. Listening over speaking
- g. Learning over teaching
- h. Love over all

We don't accidentally become a grace-filled person, especially in stressful moments. It is a mindset that must be embraced intentionally. We do what we practice. If you would like to be a grace-filled person on your mission trip, start practicing that in your life now. Answer these simple questions to begin the process of preparing your mind and heart to respond to tough situations with grace.

- a. Can I *anticipate* any situations on my mission trip where I might have a tough time embracing grace?
- b. What does it look like to *respond with grace* in these tough situations?
- c. What can I do now to prepare my mind and heart to *genuinely embrace grace* in every situation during my mission trip?

### [Engaging a Community \(Appendix B\)](#)

Volunteers come to an Alaskan community to serve through short-term mission servant events. As teams serve, we pray that through the sharing of God's Word, communities will be transformed, and so will our volunteers.

The AMC staff has created an action timeline to be used as we move forward in the community engagement process. While we realize there is not a "one-size-fits-all" methodology for ministry and service, we offer this timeline as an encouragement for teams to move toward equipping the local community for ministry service. It may be helpful for team leaders to ask a village elder to meet with the mission team so that cultural awareness and on-site learning can take place.

We encourage you to share this document with your team so that they, too, can become aware of our engagement goals. The AMC staff believes that Alaskans are very good at caring for themselves. We want to keep this in mind as we walk together in making a bold witness to Jesus in every community in Alaska.

## Trip Details

Team leaders have the freedom to organize their team as they see fit. It may be helpful to break up team duties to involve all team members in the planning and implementation process. Please make sure volunteer immunizations and tetanus are up-to-date should any emergencies occur. No additional shots are necessary to serve in Alaska.

Housing arrangements for team members is made in coordination with the Servant Event Coordinator. The use of hammocks or personal tents are discouraged unless special permission has been granted prior to deployment.

After the service event, team leaders will be asked to complete a post-evaluation form which will collect attendance numbers and event programming details.

- Team Health
  - AMC requests that all teams serve in accordance with CDC's health directives, as well as any travel mandates instituted by the state of Alaska, state of origin, or requirements of destination authorities.
  - Teams are encouraged to pack masks for themselves and those they serve should a COVID outbreak occur. It is also recommended that the team provide non-alcohol-based hand sanitizer into Alaskan communities.
  - AMC highly recommends that someone on the team is First Aid and CPR certified.
- Mission Trip Insurance (*post-departure insurance included in non-refundable deposit*)
  - AMC partners with Mission Trip Insurance to provide protection for all team members. Please note that this trip insurance provides post-departure coverage. If a team member desires cancellation insurance, an additional fee will be required. (See Appendix I)
- VBS Programming
  - A 2-year VBS curriculum has been created. If the AMC curriculum is not used, teams are encouraged to select lessons that can be adapted for cultural applicability, as well as ease in storytelling. Acting out or role-playing the Bible stories is usually most effective, especially in native communities. Keeping it simple is best.
  - Elizabeth Pittman at CPH can assist AMC mission teams with **free** CPH materials, based on availability, to assist with outreach opportunities (i.e., VBS materials, ARCH books, devotionals, Outreach Bibles, etc.). Contact her at: 314.268.1291 (Office) 314.401.6585 (Mobile); [elizabeth.pittman@cph.org](mailto:elizabeth.pittman@cph.org) or [cgo@cph.org](mailto:cgo@cph.org).
  - Another resource for children's materials and many free resources (coloring sheets, word puzzles, etc.) can be found at <https://www.ctainc.com/>. They also have women's and men's devotionals available at a reasonable cost.

- Sports Camp Programming
  - Sports camps should include a faith lesson in the midst of their daily meeting time.
  - A Waiver and Release of Liability form (Appendix C) should be on file for all youth participating in a sports camp.
  
- Fine Arts Programming
  - A 1-year fine arts curriculum has been created for use by AMC teams. We are seeking to open our hearts and minds to our God-given creative selves. We are created in God's image, which includes being creative. We are also God's masterpiece from Ephesians 2:10 "We are God's masterpiece. He has created us anew in Christ Jesus so we can do the good things He planned for us long ago."
  - If the AMC fine arts curriculum is not used, teams are encouraged to select lessons that can be adapted for cultural applicability, as well as ease in storytelling through art.
  
- Bible Study Programming
  - Adult Bible studies can be conducted for men and women. Resources for these studies can be obtained through CPH or other Christian book sources. Teams may want to incorporate other service-oriented activities as a part of the Bible study. For example, several teams enjoy tying baby quilts with the women while studying God's Word. Other teams prepare a community meal where VBS stories and children's songs can be shared along with a Bible study. One team incorporates a Christian movie night for teens into their programming events. If you need a list of Bible study or Christian movie resources, please contact the Servant Event Coordinator.
  
- Work & Witness Programming
  - Work and Witness teams take on a variety of service projects. Some teams focus on building, fixing, and repairing structures. Other teams focus on serving in social ministry settings. The Servant Event Coordinator can assist each team in finding the right fit for ministry service given your team's skill sets.
  
- Transportation
  - Flight arrangements and rental car/van reservations should be completed by either the team leader or designated team member. Bush airlines such as Wright Aviation, Bering Air, Fox Air, and Grant Aviation provide flight options into rural Alaskan villages. Contact the Servant Event Coordinator for additional information.
  - Flights into Juneau can be scheduled through Delta or Alaska Airlines.
  - It may be possible to ship "rubbermaid" totes with food/supplies as luggage within the state of Alaska at no cost on Alaska Airlines, however, the team

should consult the website for baggage restrictions. Other airlines may charge a baggage fee to transport to a smaller village not serviced by Alaska Airlines.

- The “Real ID” requirement begins May 7, 2025. The Act established minimum security standards for state-issued driver’s licenses and identification cards, and it prohibits federal agencies from accepting licenses and identification cards from states that do not meet these standards for official purposes. To learn more, go to: <https://upgradedpoints.com/real-id-act>
  
- Packing List
  - A general packing list can be found at Appendix D. There may be additional items required by an individual team leader.
  
- Food & Water
  - Options for food and supply purchases/shipping within Alaska are Wal-Mart, Costco, Carrs, or Fred Meyer grocers. Shipping from the lower 48 states to a rural village requires the use of USPS. Please allow 4-6 weeks for shipments to arrive.
  - If desired, drinking water can be filtered through a filtration system (i.e., Zero Water or Brita). Please be respectful of water usage in the community in which you serve. In some cases, a donation for water usage to the village would be a kind gesture.
  
- Housing Anchorage
  - Teams are welcome to stay at Beautiful Savior Lutheran Church/Anchor Lutheran School. AMC hosts are available to meet the team at the airport and provide a free shuttle to the church/school. Shuttle service is also available for drop-off/pick up at a rental car location. If the team is continuing to a rural village, shuttle service will be provided back to the airport from the church/school location.
  - Please be aware that volunteers will be sleeping on the floor of the classrooms of Anchor Lutheran School. Therefore, teams who travel with their own air mattresses and bedding are encouraged to use those items at the school. Otherwise, air mattresses and bedding are available on a first come, first-served basis. Every effort is made to accommodate team travel requests. Two showers are available in the school for team use.
  - Airbnb or VRBO options are plentiful. Please check with the Servant Event Coordinator before booking to ensure the property is in a safe neighborhood.
  - Additional team housing options include staying at the University of Alaska-Anchorage dormitory (fee charged). Please see the website to learn more: <https://www.uaa.alaska.edu/conference-services/guesthousing/>
  - Teams are also welcome to stay at Our Redeemer Lutheran Church, Chugiak, a 30-minute drive north of Anchorage. Showers are available at that location.
  - St. John, Palmer (1 hour outside of Anchorage) allows teams to stay at their facility under these guidelines:

- \$150 Kitchen Use Fee
- \$150 Custodial Fee
- \$150 Refundable Deposit
- Use Agreement Form completed

There are showers to use at this facility.

- Housing Fairbanks
  - Teams are welcome to stay at Zion Lutheran Church. AMC hosts are available to meet the team at the airport and provide a free shuttle to the church for a night of rest before deploying to the assigned village. If the team is continuing to a rural village, shuttle service will be provided back to the airport from the church location.
  - Please be aware that volunteers will be sleeping on the floor of the classrooms at Zion Lutheran Church. Therefore, teams who travel with their own air mattresses and bedding are encouraged to use those items at the church. Otherwise, air mattresses and bedding are available on a first come, first-served basis. Every effort is made to accommodate team travel requests. Showers are available for team use.
  
- Housing Juneau
  - Teams are welcome to stay at Faith Lutheran Church. AMC hosts are available to meet the team at the airport and provide a free shuttle to the church for a night of rest before deploying to the assigned village. Showers are available for team use.
  
- Logo Use Policy
  - The Alaska Mission for Christ logo is the exclusive property of AMC and may not be used without the AMC's express consent. The license granted by AMC to use the logo is nonexclusive and is revocable at AMC's sole discretion. No aspect of the logo will be subject to edit. The logo may not be used by websites other than those who have been granted specific permission. Private businesses may not use the logo; nor may individuals use the logo for business or personal use. Rare exceptions may be made only after consultation with, and securing permission from, the Executive Director, who will grant or not grant these exceptions on a case-by-case basis.
  - If your team wishes to sell logo-related items (coffee mugs, T-shirts, etc.) at cost or for a fundraiser, or if you wish to use such items to identify members (car decals, bumper stickers, lapel pins, etc.), you may seek permission to do so from the Executive Director.
  - In order to preserve the reputation, integrity, and unified message that the logo represents, you agree that you will use the logo only so long as your organization's services are provided (1) in accordance with reasonable standards

furnished or approved by AMC from time to time, and (2) in compliance with all applicable laws and governmental regulations.

- Without limiting the generality of the above, if AMC requests, you agree to submit to AMC for review representative samples of advertisements, promotional literature and materials, artwork, press releases, public-relations material, brochures, Web pages, and other materials on which you use or intend to use the logo.
- To complete the Logo Request Form, go to AMC's website:  
<https://www.alaskamissionforchrist.org/logo-use-1>
- Social Media Policy
  - Alaska Mission for Christ recognizes the role social media plays in modern communication. As such, we respect the right of volunteers to use social networks for self-publishing and self-expression while adhering to our organizational guidelines.
  - As an AMC volunteer, your commentary is not only a direct reflection of you personally but also our ministry. Commentary that is considered defamatory, obscene, proprietary or libelous by any offended party could subject you to personal liability and damage AMC's reputation. Once it's on the Internet, it's there forever.
  - Engaging with and sharing content posted by AMC-branded accounts is encouraged and appreciated.
  - Engaging personally with AMC mission partners is encouraged and appreciated.
  - Representing yourself as an AMC volunteer on your personal profile is encouraged. Our Director of Development and Communications can provide you with suggested language and branding guidelines.
  - Seek consent, be respectful, and protect the reputations and privacy of those we serve.
  - Having an issue? Work it out in person. Airing your personal grievances on social media rarely leads to positive outcomes.
  - Harassing, threatening, discriminating against or disparaging any individuals through social media will not be tolerated.
  - You are to notify the AMC Executive Director immediately if contacted by the media or press about any post that relates to AMC business.
  - Violations of any of the guidelines listed in this policy will be subject to remedial action.
- Fundraising
  - There are many opportunities to fund the mission trip. Resources to explore include: Thrivent Action Grants, local LWML chapters, personal appeal letters, and local congregational support.
  - To reduce costs, a team might also want to explore collecting food and craft supply donations from their sponsoring congregation. This allows many

congregational members to participate in the mission team-sending experience, even if they are not able to physically join as a volunteer.

- Devotions (Separate Document)
  - Serving on a mission team can be a joy-filled, faith strengthening experience. It can also be riddled with challenges—spiritual, physical, and emotional. AMC’s staff, board members, and mission team leaders have prepared devotions to be used pre-deployment, during deployment, and post-deployment to encourage and strengthen teams in their time of service. We would encourage teams to use these resources as a time of refreshment in His Word during the mission trip experience. Satan would love to distract teammates into focusing on themselves rather than on those whom they serve. Gathering the team for daily devotions during the time of mission service is strongly encouraged.
  - Some teams incorporate sharing individual team member’s “highs and lows” at the end of each day. Taking these items to the Lord in prayer provides a time for praises to be shared, as well as needs to be brought forward, to be placed in our Gracious Father’s hands. This daily time of sharing also allows for internal processing of the mission experience to take place.
  - Other teams have incorporated sharing a favorite Bible verse together each day—or taking time to pray in a one-on-one sharing time. If you are in need of additional team spiritual resources, please reach out to the Servant Event Coordinator.
  
- Individual and Team Conflict
  - Traveling is stressful, especially when things don’t go as planned. Serving with a mission team can bring about feelings that are not normally experienced. Lack of sleep and hunger can create angst. In other words, conflict during mission service happens! It may be helpful before deployment to go over the “ground rules” that will be followed when conflicts arise. This could be incorporated into a team covenant, if used.
  - It is important to remember that a Biblical response to conflict is definitely appropriate. Matthew 18:15-20 gives a model of restoration in times of disagreement. If the matter is between two individuals, those two individuals should confess their sin and seek each other’s forgiveness. If the offense is against the team by another team member, the confession is taken on with the entire team, and absolution is pronounced as a group. Remember that applying the “healing salve” of forgiveness between team members is a gift from God!
  - A team may consider creating a “team covenant” document (Appendix G) to specify how their team will function throughout the mission trip. It is best practice to create the covenant with input from team members at a meeting prior to departure.



- Paperwork Requirements
  - Volunteer application—Every volunteer will submit an online application which includes a recommendation and signature from his/her pastor. Team members will also be required to sign the AMC Statement of Faith demonstrating that each volunteer is in agreement with the beliefs and teachings of AMC.
  - Background checks--To protect the children and the communities in which we serve, AMC requires all team members (18 and older) to submit to a 50-state background check performed by a designated third-party agency. Volunteers serving with Catholic parishes in the Anchorage-Juneau Diocese are required to undergo an AMC background check and Child Protection Training for ages **16** and older. Teams serving in a Catholic church affiliated with the Fairbanks Catholic Diocese may need to undergo a separate background check as required by the Diocese.
  - Child Protection Training (Appendix E for Policy)—AMC requires all team members (18 and older) to complete a 30-minute child protection training and test from a third-party agency.
  - Travel Form—Team leaders will be required to file a travel form with the Servant Event Coordinator to coordinate travel and service dates within each community.
  - Post-service Evaluation—An online form will be available post-deployment for team leaders to share input into their team’s mission service experience.
  - Incident Report—We know that accidents can occur in the village. Therefore, team leaders are required to complete an Incident Report (Appendix F), if necessary. Incidents include, but are not limited to, personal injury to an AMC volunteer or someone in their care, property damage, crime, a “close call” and/or an observation made by a team volunteer. During your team’s service, please remember that you are an ambassador, not only for AMC, but, more importantly, for Jesus Christ.
  
- Event Advertising
  - USPS offers a relatively inexpensive way to reach every household within a zip code with a small advertising piece. Go to: [www.USPS.com](http://www.USPS.com) and click on the Business tab. Then click on “Every Door Direct Mail” (input desired zip code, design a mailing piece to specific measurements). The advertising piece will be sent to every household in that zip code.

## Team Resources

### Books/Articles

Teams are encouraged to use these resources as educational tools in preparation for cross-cultural mission service in Alaska:

- When Helping Hurts (Steve Corbett and Brian Fikkert, 2014)—Specifically the Preface, Chapters 2-7, 11, and “A Final Word”.
- Serving with Eyes Wide Open (David Livermore, 2012)
- Toxic Charity (Robert Lupton, 2012)
- Ministering Cross-Culturally (Sherwood G. Lingenfelter and Marvin K. Mayers, rev. 2016)
- Becoming World Wise (Richard Slimbach, 2010)
- Joining Jesus on His Mission (Greg Finke, 2014)
- Yuuyaraq: The Way of the Human Being (Harold Napoleon, 1996)—Recommended for all teams serving in Southwest Alaska. Free resource at: <http://ankn.uaf.edu/Publications/Books/Yuuyaraq.pdf>

### YouTube Videos

Rev. Dr. Michael Oleksa, a Russian Orthodox Priest who spent 30 years learning the native culture of Alaska people, shares a valuable, cultural lecture in these two-video links (approximately 1 hour combined). Additional resources can be found at:

<http://www.fatheroleksa.org/>. These YouTube videos will assist teams as they prepare to serve with cultural sensitivity and understanding within the state.

- <https://www.youtube.com/watch?v=DFk3cBhCHtA>
- <https://www.youtube.com/watch?v=4Sg6UM7MIBk>

### Mission Journal

Consider using a mission trip journal as a way to assist volunteers with recording insights found in spiritual growth and personal reflection throughout the short-term mission trip planning, deployment, and post-service. A resource to consider is “The Mission Journal” available through Amazon. A 3-minute video on their website (<https://www.themissionjournal.com>) describes the benefits to using a journal—whether it is this one or another tool of your choosing. Some of our teams have created their own, individualized version, specific to their team’s service in Alaska.

### Sending Service & Prayer Cloth (Appendix H)

To allow congregations to share in the mission of sending team members to serve in Alaska, consider scheduling a “sending” as a part of a regular worship service. This can be an opportunity for the team to stand before the congregation sharing their mission service opportunity and need for prayer during their deployment. If this is desired, schedule an appropriate service time with your pastor.

A “prayer cloth” could be used in the sending service as a visual tool in seeking congregational prayer support. A section of the cloth is placed on the altar during the sending service and remains there until all team members have returned home from mission service. A piece of the

sending cloth is given to each team member to assist them in their prayer journey for those who remain home as well as those whom they will meet on their travels and mission service. Team members are encouraged to tie the strip of cloth to their backpack, purse, or luggage as an opportunity to witness when others inquire about the cloth. The fabric chosen could relate to a particular story or theme for the week of mission service.

#### [Prayer Support Guide \(Appendix I\)](#)

Prayer is a necessary element to mission service. Volunteers are encouraged to seek personal prayer support for their mission service. One tool to use is a prayer guide to be given to prayer supporters and congregational members. While in Alaska, teams have also collected prayer requests throughout the week of service and have continued praying over these requests throughout the remaining year.

## Appendix A—Sample Team Information Meeting Agenda

### Alaska Mission for Christ Information Meeting to “Name of Community” “Mission Trip Dates”

#### Proposed Dates:

1. “Insert dates and the name of the community”
2. For team members who desire to vacation in Alaska, AMC asks that all vacationing be done after completing our time of service.

#### Purpose:

1. To proclaim and practice the love of Jesus Christ through “activity name: VBS, W&W, Sports or Fine Arts Camp, etc.” in the village of “Name”.
2. To build upon the relationships that the Lord has created in the village between the previous team members and the residents of “Name” in order that they would see, through the team, the love of Jesus Christ proclaimed and practiced.

#### Team:

1. The team will consist of up to “insert #” members who are:
  - a. In a **committed relationship** with Jesus Christ
  - b. **Active** in the Body of Christ in worship
  - c. Understand the **Great Commission** as God’s call to share Jesus Christ, and Him alone, with the world in order that others may have eternal life (Matthew 28:18-20; John 14:1-6);
  - d. Able to live with **organized flexibility** for a week on a mission; and
  - e. Willing to accept the fact that **you will be changed and challenged** on this mission trip; however, the trip is **first and foremost about** sharing Jesus Christ with **those in the village**.
2. Age limits for team members are according to AMC’s policy guidelines.
3. AMC requires all team members to go through a yearly background check and online child protection training.
4. The team members will participate in all activities of preparation including: relationship building activities, planning events, fundraising events, prayer time, Bible Study, etc.
5. Lack of participation in the preparatory activities will jeopardize a team member’s ability to go on the mission trip.

#### Housing:

1. The housing will be provided by “church/school/community center, etc.”

#### Food:

1. Our team will provide and ship our own supplies.
2. We may also carry some food supplies with us as our extra luggage.

3. Designate a cook or rotate cooking responsibilities
4. Keep it simple . . . and healthy
5. Be considerate of any special dietary needs of the team members

**Cost (adjust to fit your individual team's needs):**

1. Estimated cost is approximately \$1600-1800 per person (adjust accordingly for your team).
2. Cost includes: round-trip airfare, food, programming supplies, and a \$100 non-refundable deposit to AMC.

**Fundraising (adjust to fit your individual team's needs):**

1. The team will need to raise funds to help offset the cost of the mission.
2. We will have a goal of 1/3 fundraised funds, 1/3 group-solicited donated funds/grants, 1/3 individual team member donated funds/grants/self-support.
3. Funds that are raised through group projects will be shared equally among the team members who participate in the activities.
4. Team members will be asked to solicit support for their individual costs. The funds raised through support requests by the team members will be credited to that team member. Additional funds raised by the team member will then be shared with other members needing additional funding.

**Closing Prayer:**

1. For the Alaskan community to be served
2. For AMC staff and their work in Alaska throughout the year
3. For AMC short-term and long-term volunteers serving throughout the year
4. For our team formation, planning, and funding needs

## Appendix B—Engaging a Community Action Timeline

It is a blessing for volunteers to travel to a community and serve its people through a short-term mission event. The sharing of God's Word is always a worthwhile endeavor. We also hope that an AMC team's involvement will not only provide a service for the residents of an isolated community but will transform the community as well as those serving as volunteers.

This Engagement Plan is meant to help volunteers consider how their involvement in a community might progress over the years with the hope that teams will become partners in the community rather than service providers. It is our goal to assist those in a community to be equipped to conduct similar programs for their children and adults.

Timelines are difficult. Every community and every volunteer team is unique. Volunteers and community contacts may change over the years. Therefore, we recognize that the timeframes presented are not meant to be hard and fast goals, but simply guides for teams to keep in mind as they move through various stages of involvement in a community.

Whatever the timeframe, it is important to look for and to celebrate significant relationship breakthroughs. When the elders in a community make a special trip to thank you or ask you to return the following year, that is significant. When relationships deepen, it is a wonderful blessing and a sign that you are on the right track. We believe that the Alaskans are very good at caring for themselves. We want to keep this in mind as we walk together with our communities moving toward our goal to proclaim and practice the love of Jesus throughout the state.

### **Year 0—Fall**

- Contact Alaska Mission for Christ with interest in short-term mission service
- Receive assigned community for servant event
- Begin monthly planning meetings

### **Year 1—Goal: Begin to form relationships with community members**

- January or February
  - Contact community to introduce yourself and start working on details and building relationship with community. Ask "How can we help?".
  - Pray for assigned community daily
- Summer
  - Perform short-term mission service event
  - Assess our team's impact in the community. What difference has our presence made in this community?
  - Communicate God's work in the community you served with your home congregation

- Fall
  - Communicate with 3-5 community members through email, mail, social media, and/or telephone.
- December
  - Send Christmas cards to community members
  - Send birthday cards and cards of encouragement to community members throughout the year

**Year 2—Goal: Build upon relationships within the community**

- Winter/Spring
  - Continue to pray daily for community
  - Contact community members about coming the upcoming summer event and determine a date for short-term mission service opportunity.
- Summer
  - Perform short-term mission service event
  - Plan and implement a community outreach event during the team’s time in the village (i.e., picnic, barbecue, party, drama, or other nonthreatening event that invites the whole community to participate)
  - Learn something from community members (i.e., how to catch fish, how to bead, etc.)
  - Assess our team’s impact in the community. What difference has our presence made in this community?
- Fall
  - Communicate with 3-5 community members through email, telephone, mail, social media, and/or telephone.
- December
  - Send Christmas cards to community members

**Years 3-5—Goal: Deepen relationships with community and seek input from community leaders for future involvement**

- Winter/Spring
  - Continue to pray daily for community
  - Contact community leaders about the upcoming summer event and determine a date for short-term mission service opportunity. Enlist community volunteers to assist the team.
- Summer
  - Perform short-term mission service event
  - Plan and implement a community outreach event during the team’s time in the village and work towards the goal for the community members to lead an outreach event with the team’s support
  - Plan and implement an adult Bible study or other adult-oriented event in the village concurrent with other programs.
  - Continue to learn something new from the community members

- Ask community members, Elders, and village leaders what is needed. Is there anything that we can do to assist in this community?
- Assess our team's impact in the community. What difference has our presence made in this community?
- Begin the conversation with community members about the desire to work together on next year's events.
- Fall
  - Communicate with community members through email, telephone, mail, social media, and/or telephone.
  - Continue to build the expectations that local people are invited to help with the planned events.
  - Some volunteers visit in the off-season, especially during significant life events (i.e., funeral, potlatch, etc.)
- Christmas
  - Send Christmas cards to community members

**Year 6 and Beyond—Goal: Support community in mission service events**

- Assess capacity of community. If the community is capable of conducting its own program, then the team should move on to a new community and begin the process again. If the community is not capable of conducting its own program, then the team should continue to build and work on the ministry partnership with the goal that the community would be able to conduct its own program.



## Appendix C—Sports Camp Waiver

### **WAIVER AND RELEASE OF LIABILITY**

**IN CONSIDERATION OF** the risk of injury that exists while participating in YOUTH SPORTS CAMP (hereinafter the "Activity"); and

**IN CONSIDERATION OF** my desire to participate in said Activity and being given the right to participate in 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 ALASKA MISSION FOR CHRIST, located at 8100 Arctic Blvd, Anchorage, Alaska 99518, 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 IN THE ACTIVITY 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 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 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 Alaska

Mission for Christ to provide 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 Alaska Mission for Christ official or agent, regarding my approval to participate in the 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 Alaska Mission for Christ 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 Alaska Mission for Christ 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 Alaska Mission for Christ, its agents, and employees.

I agree that this Release shall be governed for all purposes by Alaska 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 THIS 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 Alaska Mission for Christ 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 purposes 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.

In the event of an emergency, please contact the following person(s) in the order presented:

<u>Emergency Contact</u>	<u>Contact Relationship</u>	<u>Contact Telephone</u>

**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 OF 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:**

---

**Signature:**

---

**Date:**

---

## Appendix D—Packing List

### **Travel Supplies:**

- Bible and journal
- Pen/pencil
- Official photo ID (either driver's license or passport) for boarding the plane
- Itinerary/boarding pass
- Carry-on bag: Medicine, jacket/sweatshirt, travel money/credit or debit card, deck of cards, reading material, snacks (TSA Security: liquids must be in containers 3 oz or smaller in size and all liquid items must fit into one-quart ziplock bag.)
- Personal care/hygiene items
- Cell phone/camera, charger cord
- Towel and washcloth, shampoo/liquid soap, shower flip flops
- Hair dryer
- PJs
- Apparel to dress in layers (no short shorts or tank tops)
- Shoes
- Jacket for rain
- Water bottle
- Mosquito spray/wipes
- Sleeping bag, air mattress, pillow (if needed in the village). This is a lightweight, packable mattress option found on Amazon:  
[https://www.amazon.com/dp/B09XV621MR?ref=ppx\\_yo2ov\\_dt\\_b\\_product\\_details&th=1](https://www.amazon.com/dp/B09XV621MR?ref=ppx_yo2ov_dt_b_product_details&th=1)

### **Spiritual Preparations:**

- Prayers for Alaska community and host congregation, your team, and your sending congregation(s)
- Prayers for the pastor who serves this mission area of Alaska
- Prayers for AMC staff as they prepare to receive summer teams
- Prayers for safe and uneventful travel
- Joy for the Lord
- Organized flexibility, including extra patience and a sense of humor
- Enthusiasm for the mission God has prepared
- Focus for the trip—it's about teaching Jesus to those we meet
- Heart of forgiveness for teammates

## Appendix E--AMC Child Protection Policy

### CHILD AND YOUTH ABUSE PREVENTION PROGRAM FOR ALASKA MISSION FOR CHRIST

#### Introduction

To help protect children, **ALASKA MISSION FOR CHRIST** has adopted the following Child and Youth Abuse Prevention Program. It is important that all **ALASKA MISSION FOR CHRIST** paid staff and volunteers understand and implement these guidelines to help prevent sexual abuse against children. The following includes the Purpose and Definitions for these guidelines, the outlines of Protection and Prevention, and an Acknowledgement to be signed by those people working with children.

However, while a **CHILD AND YOUTH ABUSE PREVENTION PROGRAM** is a valuable tool in keeping children safe, **ALASKA MISSION FOR CHRIST** is committed to encouraging a culture that values children and youth. We believe that it is our duty as an organization that serves children to provide a safe place where children and youth can grow in Christ and not be harmed or abused. We call on each volunteer and paid staff to do everything in his/her power to make all of our programs safe, physically and emotionally for the children we serve. Christ calls us to let the little children come to him, let's do nothing to hinder them.

#### Purpose

These procedures are designed to reduce the risk of child sexual abuse in order to:

1. Provide a safe and secure environment for children, youth, adults, members, volunteers, visitors, and paid staff.
2. Assist **ALASKA MISSION FOR CHRIST** in evaluating a person's suitability to supervise, oversee, and/or exert control over the activities of children and youth.
3. Satisfy the concerns of parents and staff members with a screening process for paid staff and volunteers.
4. Provide a system to respond to alleged victims of sexual abuse and their families, as well as the alleged perpetrator.
5. Reduce the possibility of false accusations of sexual abuse made against volunteers and paid staff.

## Definitions

The following terms used herein and are defined as follows:

1. *Paid Staff*: Any pastor, minister, preacher, or employee who is paid.
2. *Children/Youth/Minor*: Any person who has not reached his/her 18th birthday or the age of majority as defined by state law.
3. *Adult*: Any person who has reached his/her 18th birthday or as defined by state law.
4. *Volunteer*: Means any unpaid person engaged in or involved in activities and who is entrusted with the care and supervision of minors or a person who directly oversees and/or exerts control or oversight over minors or adults.
5. *Sexual Abuse*: The employment, use, persuasion, inducement, enticement, or coercion of any minor or adult to engage in, or assist any other person to engage in, any sexually explicit conduct or any simulation of such conduct for the purpose of producing any visual depiction of such conduct or rape, and in cases of caretaker or inter-familial relationships, statutory rape, molestation, prostitution, or other form of sexual exploitation of minor or adult, or incest with a minor or adult, or as defined by federal and state law. This includes and is not limited to unwelcome sexual remarks, jokes, advances, leering, whistling, or sexual gestures; sexual touching, fondling, molestation, assault, or other intimate physical contact; compelling another person to engage in a sexual act by threats or fear or undue influence; and providing or displaying pornographic materials to another person.
6. *Child Emotional Abuse*: Verbal or nonverbal conduct including mental exploitation, degrading communication, or humiliating or threatening conduct that may or may not include bullying or as defined by state law.

## Protection and Prevention

### Volunteer and Employee Screening Procedures

The following screening procedures are to be used with paid staff and volunteers who are entrusted with the care and supervision of minors or a person who directly oversees and/or exerts control or oversight over minors. All information collected should be maintained in confidence.

1. *Employment Application and Volunteer Application*: Any paid staff and volunteers who will work with a minor must complete the Employment Application and/or the Volunteer Application. The release statement attached to the Application must be signed by the individual completing the Application to apply for and qualify for service.

Our Employment Application includes questions regarding:

- Current and previous residence addresses.
- Current and previous employment, including addresses, dates, duties, titles, and reasons for leaving.
- Names and addresses of schools attended and degree(s) earned.
- References from previous employers and organizations that serve children.
- Pending criminal charges (where not prohibited by state law).
- Criminal history information.

Our Volunteer Application includes questions regarding:

- Current address.
- Volunteer experience.
- Criminal history information.
- Pastoral reference

Applications include a statement, which the applicant should acknowledge in writing, certifying that statements provided in the application are true and complete, and any misrepresentation or omission may be grounds for rejection of the applicant or for dismissal if he or she is employed. This statement authorizes **ALASKA MISSION FOR CHRIST** to contact any individual or organization listed in the application.

2. Review all statements made in the application, paying specific attention to any gaps in time and irregular employment patterns or unexplained absence. Pursue these gaps with employers listed and in a subsequent interview.
3. Conduct interviews with qualified applicants for paid positions. Volunteers that have questionable items on background check, application or pastoral recommendation will be interviewed by **ALASKA MISSION FOR CHRIST** staff. References will also be collected and checked on qualified applicants who have questionable items on background check, application or pastoral recommendation.

If detrimental information but the applicant remains desirable, discuss this information with the applicant. In the event the applicant is ultimately hired or accepted as a volunteer, document the reasons for overriding the prior information.

4. Contact all listed references and employers for paid staff. Inquire as to the reason the applicant left and ask for any information that might help determine the applicant's suitability for the position. If a response is not received within a reasonable period of time, follow up and keep notes if possible.



5. *Criminal Background Check*: **ALASKA MISSION FOR CHRIST** will conduct a criminal background check on all paid staff and volunteers who are entrusted with the care and supervision of minors or a person who directly oversees and/or exerts control or oversight over minors. All criminal background checks will be updated annually for volunteers.
6. Volunteers and Paid Staff will be required to undergo and pass specified training in keeping Children safe before serving as volunteers with **ALASKA MISSION FOR CHRIST**. Currently, this training is done through Protect My Ministry.

### Confidentiality

Information obtained through the screening, application, reference check, interview, and criminal background check will be kept in confidence, unless otherwise required by law. All information discovered or obtained through the above-referenced means will be kept in a secure location and access to it will be restricted if possible. These materials will be archived.

### Supervision Procedures

Unless an extenuating situation exists, **ALASKA MISSION FOR CHRIST**:

1. Will have adequate number of screened and trained paid staff or volunteers present at events involving minors. Supervision will increase in proportion to the risk of the activity.
2. Will monitor facilities during activities involving children.
3. Will obtain written parental permission, including a signed medical treatment form and emergency contacts, before taking minors on trips and should provide information regarding the trip.
4. Will require that young children be accompanied to the restroom and the paid staff or volunteer wait outside the facility to escort the child back to the activity. Whenever possible, the escort will be the same sex as the minor.
5. Will screen all paid staff and volunteers and approve those individuals in advance for any overnight activities.
6. Will designate a "confidential counselor" to whom any minor can go at any time, without special permission, to discuss any problems he or she is having.

### Behavioral Guidelines for Religious Organization Paid Staff

All volunteers and paid staff will observe the following guidelines:

1. Do not provide alcoholic beverages, tobacco, drugs, contraband, or anything that is prohibited by law to minors.

2. To the extent possible, **ALASKA MISSION FOR CHRIST** events that are co-educational will have both male and female chaperones.
3. Whenever possible, at least two unrelated paid staff or volunteers will be in the room when minors are present. Doors will be left fully open if one adult needs to leave the room temporarily and during arrival to the class or event before both adults are present. Speaking to a minor or minors one-on-one should be done in public settings where paid staff or volunteers are in sight of other people.
4. Avoid all inappropriate touching with minors. All touching shall be based on the needs of the individual being touched, not on the needs of the volunteer or paid staff. In the event a minor initiates physical contact and/or inappropriate touching, it is appropriate to inform the minor that such touching is inappropriate.
5. Never engage in physical discipline of a minor. Volunteers and paid staff shall not abuse minors in any way, including but not limited to physical abuse, verbal/mental abuse, emotional abuse, and sexual abuse of any kind.
6. If you recognize an inappropriate relationship developing between a minor and adult, maintain clear professional boundaries and refer the minor to another individual with supervisory authority.
7. If one-on-one pastoral care is necessary, avoid meeting in isolated environments.
8. Anyone who observes abuse of a minor will take appropriate steps to immediately intervene and provide assistance. Report any inappropriate conduct to the proper authorities and officials of **ALASKA MISSION FOR CHRIST** for handling. While Alaska law does not require volunteers to report suspicion of child abuse or neglect, **ALASKA MISSION FOR CHRIST**, requires all volunteers and paid staff to report such suspicion within 24 hours to Alaska Mission for Christ staff and to Children's Services or Law Enforcement as is appropriate to the situation.. The number to report Child Abuse/Neglect for your region of Alaska can be found at: <http://dhss.alaska.gov/ocs/Pages/offices/default.aspx>

#### Disqualification

No person may be entrusted with the care and supervision of minors or may directly oversee and/or exert control or oversight over minors who has been convicted of the offenses outlined below, been on a probated sentence or received deferred adjudication for any offense outlined below, or has presently pending any criminal charges for any offense outlined below until a determination of guilt or innocence has been made, including any person who is presently on deferred adjudication. The following offenses disqualify a person from care, supervision, control, or oversight of minors:

1. Any offense against minors as defined by state law.
2. Whether disclosed voluntarily or by result of the security background check, any conviction for the following acts or actions will automatically disqualify an employee/volunteer from participating in the leadership, sponsorship or supervising of any activities or programs with minors:
  - Criminal homicide
  - Aggravated assault
  - Domestic Violence
  - Crimes related to the possession, use or sale of drugs or controlled substances
  - Sexual abuse
  - Sexual assault (rape)
  - Aggravated sexual assault
  - Injury to a child
  - Incest
  - Indecency with a child
  - Inducing sexual conduct or sexual performance of a child
  - Possession or promotion of child pornography
  - The sale, distribution, or display of harmful material to a minor
  - Employment harmful to children
  - Abandonment or endangerment of a child
  - Kidnapping or unlawful restraint
  - Public lewdness or indecent exposure
  - Enticing a child
  - Any other crime against a minor not listed above.
  - Other crimes not listed will be considered on a case-by-case basis.
3. A prior criminal history of an offense against minors.

Sexual Offender at ALASKA MISSION FOR CHRIST

**ALASKA MISSION FOR CHRIST** will not allow a person known to be a sexual offender to remain or become a volunteer or paid staff.

Response to Sexual Abuse

**ALASKA MISSION FOR CHRIST** will respond promptly to investigate any accusation of sexual abuse. All accusations of sexual abuse will be taken seriously. It is important to be appropriately respectful to the needs and feelings of those who allege sexual abuse and those who have been accused of sexual abuse.

When an allegation is made involving sexual abuse, the person reporting the complaint is to be told about the guidelines and the procedures to be followed. The Coordinator of Ministry or an

appointed person will begin investigating the allegations and may use the assistance of legal counsel or other consultants. If the Coordinator of Ministry is the individual accused of sexual abuse, then Board Chairman will conduct the investigation. The investigation will be conducted as follows:

1. Report the incident to appropriate authorities in accordance with the state mandatory reporting laws.
2. Report the matter to **ALASKA MISSION FOR CHRIST's** insurance carrier.
3. Cooperate with authorities and the insurance carrier.
4. **ALASKA MISSION FOR CHRIST** may suspend (with pay for paid staff) the alleged offender while a confidential investigation is being conducted.
5. An official of **ALASKA MISSION FOR CHRIST** (and legal counsel or other consultants) will then meet with the governing body of **ALASKA MISSION FOR CHRIST** and present a report on their investigation, which will include findings and recommendations of actions.
6. An official of **ALASKA MISSION FOR CHRIST** will meet with the alleged perpetrator and notify him/her of the results of the investigation and recommendations for actions.
7. An official of **ALASKA MISSION FOR CHRIST** will meet with the alleged victim, along with his/her parents or guardians, and notify them of the results of the investigation and recommendations for actions.
8. During the investigation, an official of **ALASKA MISSION FOR CHRIST** shall maintain contact with the alleged victim and his/her parents or legal guardian, and inform them of the actions taken and assist them in their process of healing.
9. An official of **ALASKA MISSION FOR CHRIST** (and legal counsel or other consultants) may meet with the alleged perpetrator, the alleged victim, and any others with knowledge of relevant facts.
10. Communicate with criminal and civil legal counsel of **ALASKA MISSION FOR CHRIST**. Communicate with those affected by the ministry of the alleged perpetrator.
12. Hire a consultant or assign a spokesperson to respond to media or prepare a statement for the media if the need shall arise, subject to the approval of **ALASKA MISSION FOR CHRIST's** attorney.
13. The process will be undergirded with prayer and compassion for all involved. Compassion does not mean that **ALASKA MISSION FOR CHRIST** will not seek legal and spiritual accountability for all involved.

**Appendix F—Incident Report**



**INCIDENT REPORT**

Report any incident including injury, property damage or youth protection event immediately to the Servant Event Coordinator. Follow up by completing and returning this form to **Alaska Mission for Christ**.

E-mail: janbruick@amclcms.org  
 Mail: Alaska Mission for Christ  
 8100 Arctic Blvd.  
 Anchorage, AK 99518

**TYPE OF INCIDENT (check applicable)**

Injury  Property damage  Crime  Close call  Observation

Date of incident  Location of incident

**Injured or involved:**

Name <input type="text"/>	Name <input type="text"/>
Address <input type="text"/>	Address <input type="text"/>
City, State Zip <input type="text"/>	City, State Zip <input type="text"/>
Phone # <input type="text"/>	Phone # <input type="text"/>

Injured <input type="checkbox"/> M/F <input type="text"/> Age <input type="text"/>	Injured <input type="checkbox"/> M/F <input type="text"/> Age <input type="text"/>
Volunteer <input type="checkbox"/> Staff <input type="checkbox"/> Unaffiliated <input type="checkbox"/> Participant <input type="checkbox"/>	Volunteer <input type="checkbox"/> Staff <input type="checkbox"/> Unaffiliated <input type="checkbox"/> Participant <input type="checkbox"/>

**Description of events:**

**Witnesses**

Name, address, phone number and e-mail

Was medical assistance required? Yes  No  Refused   
 Provided by: First aid/on site  Urgent Care  Hospital  Facility   
 Doctor/Physician  EMS  Police  Civilian

Was incident reported to authorities? Yes  No  Agency   
 Agency Contact   
 Phone number   
 E-mail

**Report submitted by:**

Name:  Address   
 Phone #  Position/Relationship  Date

## Appendix G—Team Covenant Sample

### (Name of Church)—Short-term Alaska Mission Team Covenant

In order to have a unified team before, during, and after the mission experience, it is of great importance for team members to agree upon a policy of acceptable attitude and behavior. The following “Short-Term Mission Team Covenant” is an agreement towards one another as team members and to the greater congregation at (Congregation name). The (Congregation name) pastor or team leader has the right to withhold any team member’s participation on a short-term mission experience if the covenant is not signed or is broken in any way, either before or during the experience.

#### PURPOSE STATEMENT

The purpose of (Congregation name) “Short-Term Mission Team Covenant” is to keep all team members and the host community safe, respected, and valued at all times.

#### TEAM COMMITMENTS

##### Spiritual Preparedness

1. Team members agree to spend intentional time in God’s Word, both in community and individually, before, during, and after the mission experience.
2. Team members agree to pray often for their teammates and for the community they will be serving in, before, during, and after the mission experience.
3. Team members will invite at least one other disciple of Jesus who is not on this particular mission experience, to pray for them, their teammates, and the community that they will be guests in.
4. Team members will share the Good News of Jesus Christ through both their words and their actions.
5. Team members will be open to praying with and for one another.
6. Team members will take time for Sabbath rest; both beforehand and while on the mission experience.

##### Respect

1. Team members will strive to learn about and better understand the culture that they will be/are guests in. Team members will refrain from expressing (whether by work, implication, or action) criticism of the local way of doing things.
2. Team members will take care of the creation (land, sea, air, etc.) to their best ability.
3. Team members will love their teammates and put the best construction on everything. “We should fear and love God that we may not deceitfully belie, betray, slander, or defame our neighbor, but defend him/her, think and speak well of him/her, and put the best construction on everything” (Explanation of the 8th Commandment; Luther’s Small Catechism).
4. Team members will strive to respect their team leaders.
5. Team leaders, in return, will strive to respect and care for their team members.

6. Team members will strive to learn culturally appropriate actions and words/phrases that honor those in the host culture.
7. Team members will strive to avoid behaviors from their own culture that might offend others in the host culture.
8. Team members will at all times dress appropriately based on the context of their host culture (the church staff and team leaders will collaborate to determine and communicate what appropriate attire is).

## Appendix H—Sending Service Sample

### **The SENDING— of THE MISSION TEAM to (village name), Alaska for (type of mission service: VBS, Work & Witness, Sports, Fine Arts Camp)**

**Pastor:** Sisters and brothers in Christ, God said to Abraham, “I will bless you ... and the people of the earth will be blessed through you.” Today you are standing before this congregation as people of that promise. In the coming weeks, you will be leaving for (village name), Alaska where our Lord will use you to proclaim and practice the love of Jesus into the lives of first nation people. Remember that you are going out as ambassadors, as representatives—for your family, for your church, for your Lord. He includes you with His disciples when He says, “As the Father has sent me, so I am sending you” (John 20:21). Are you willing to follow through with this commitment, to offer yourselves as living sacrifices in service to God’s people and His church? If so, then answer by saying, “Yes, with the help of God.”

**Team:** *Yes, with the help of God.*

**Pastor:** Will you serve so that others might see Christ’s love through you? If so, then answer by saying, “Yes, by the grace of God.”

**Team:** *Yes, by the grace of God.*

**Pastor:** Will you be faithful in your calling and loving toward those called to serve with you, obeying those in authority over you, and seeking the best for all? If so, then answer by saying, “Yes, with the help of God.”

**Team:** *Yes, with the help of God.*

**Pastor:** Brothers and Sisters in Christ, with this as your promise and God as your strength, we send you out to serve in His name. Christ will bear you up with His Holy Spirit and guide you on your way. Go and serve in the name of the Father and of the Son and of the Holy Spirit. Amen.

**Pastor:** Members of (sending congregation name), our congregation has a growing passion for its mission of (congregation mission statement). By God’s grace and guidance, the Lord has led the members of (congregation name) to connect with Alaska Missions for Christ—a mission of The Lutheran Church—Missouri Synod—to serve the village of (village name). Our congregation has encouraged this team to pursue this mission endeavor as this is our (number) year to serve in the village of (village name). Will you keep your brothers and sisters in Christ in your prayers while they are absent from our presence, asking the Lord to use them in mighty ways while they are in Alaska? And will you also keep their family members, who remain behind, in your prayers



while they are apart from one another? If so, then answer by saying,  
“We will, with the help of God.”

**People:** **We will, with the help of God.**

**Pastor:** Let us pray:

Lord, our God, You have brought this team forward as Your servants for this special mission trip to Alaska. Give them Your peace and strength; calm their fears; give them energy and enthusiasm to carry out their task. Grant them patience with those around them, reminding them of Your presence each day of this mission trip. Help them to remember that they can do all things because You strengthen them. All this we ask in the name of our Lord, Jesus Christ. Amen.

**Pastor:** Brothers and sisters, God’s speed be with you! Amen!

- ***The Pastor will then give to each of the team members a strip of the SENDING CLOTH to carry with them as a reminder that God’s people will be praying for them here at (congregation name) while they are apart from them. The other part of the cloth will hang on the altar to remind the congregation that part of the Body of Christ is apart from them and that they are to be in prayer for them.***

## Appendix I—Prayer Support Sample

These prayer support items can be used to create a prayer list to be shared with the sending congregation or prayer supporters for individual team members. This list should be personalized for each team and their needs.

### **Alaska Mission Prayer Guide** **Mission Service Theme: \_\_\_\_\_**

#### **Day 1**

- For safe travel for the team on their way to \_\_\_\_\_, AK
- For growth in relationships with God and other team members during the trip
- For a feeling of peace among the team and their families back home as they travel
- For good rest and sustenance throughout the trip so the team is prepared and energized to carry out God's work
- For the Holy Spirit to open the hearts and minds of the people of (village name) to the message of the Gospel
- That the words and actions of the team may be pleasing in God's sight

#### **Day 2**

- That the Lord will grant safe travel to the team as they arrive at their destination in (village name)
- That the procuring and organization of luggage, mission equipment, and provisions go smoothly
- That the Lord grant clarity and strength to the team now that they are among the people of the village
- That the Lord may work through the interactions the team has with the people of (village name) to create strong relationships with the parents and Elders/community leaders
- That the team may grow strong in relationships with one another
- That the Holy Spirit will work in the team and in the hearts of the people to heal the pain resulting from the abuse and alcoholism that the people are subject to
- For (team member 1) and (team member 2), that the Holy Spirit would use their particular gifts to share the Gospel and spread God's love

#### **Day 3**

- That Jesus would be at the center of our focus as we gather to worship and praise in unity with our brothers and sisters in (village name)
- That the good news of Jesus will reach the hearts of the people and defeat any evil that may be keeping them from Him
- For good weather as the team begins to conduct its ministry in the village
- That the team may be flexible and willing to adjust to whatever obstacles may present themselves

- That the Lord continue to grant a feeling of peace and provide for any needs of the team's families back home
- That a Bible study with older village residents may be planned and held
- For (team member 3) and (team member 4), that the Holy Spirit would use their particular gifts to share the Gospel and spread God's love

#### **Day 4**

- That the Holy Spirit would open the hearts and minds of the Bible camp students to the theme of "VBS story"
- For God to grant opportunities throughout the week for the team leaders to talk with church and village elders
- For God to guide the words of the team that they may plant a seed of faith to anyone who hears the message of hope and love of Jesus
- Thanks to God for providing the finances, donors, prayers, supplies, and all that enabled the mission to be possible
- For (team member 5) and (team member 6), that the Holy Spirit would use their particular gifts to share the Gospel and spread God's love

#### **Day 5**

- That the Holy Spirit would open the hearts and minds of the Bible camp students to today's lesson using the story of (Bible story).
- For good weather to continue God's work in the village
- That the love of Christ may be apparent in the actions of the team
- For law enforcement and leaders to have wisdom and discernment as they deal with abuse and alcoholism and to bring justice and mercy where appropriate
- That the team may have a smooth transition in their adjustments after the first day of conducting the mission work in (village name)
- That the women on the team are able to make connections with the women of the village
- That any tensions and stresses between team members or internal stresses may be relieved with a sense of peace, laughter, and joy
- For (team member 7) and (team member 8), that the Holy Spirit would use their particular gifts to share the Gospel and spread God's love

#### **Day 6**

- That the Holy Spirit may open the hearts and minds of the Bible camp students to today's lesson on (Bible lesson theme)
- For good weather so the team may continue to carry out God's mission work in the village
- For God to preserve the team's morale and strength as they may struggle seeing the issues of the people of (village name)
- For God to foster the relationships new and old developing during this time
- That God grant endurance and joy reaching the midpoint of our trip, and to carry out the mission to its completion

- For God to bring joy and laughter in our interactions with the children of the village during camp and other games
- That the morning devotions and evening prayer time may be beneficial for the team bringing comfort, growth, joy, and wisdom
- For (team member 9) and (team member 10), that the Holy Spirit would use their particular gifts to share the Gospel and spread God's love

### **Day 7**

- That the Holy Spirit may open the hearts and minds of the Bible camp students to today's lesson on (Bible story)
- For the many other mission teams affiliated with Alaska Mission for Christ as they share the Gospel of Jesus with other villages across Alaska
- That morning devotions, evening prayers, and all other times shared by the team members to be encouraging and strengthening of their relationships
- That the Lord grant strength for the team to press on through whatever fatigue and anxiety they may be experiencing, so they may proclaim God through the mission's end
- For the Lord to continue to guide the families of the team during their lives back home
- For (team member 11) and (team member 12), that the Holy Spirit would use their particular gifts to share the Gospel and spread God's love

### **Day 8**

- That the Holy Spirit may open the hearts and minds of the Bible camp students to today's lesson on (Bible story)
- That God makes His presence known among the people of the village and the team
- For a renewing of strength and vigor for the final 3 days in the village
- For a good harvest of fish that all village members would be sustained in the year to come
- That the final day of Bible Camp would culminate a week of ministry bringing the love of Jesus into the hearts of the children and adults in attendance
- For (team member 13) and (team member 14), that the Holy Spirit would use their particular gifts to share the Gospel and spread God's love

### **Day 9**

- Thanks for a week of Bible and Basketball Camps—and all the sharing of Jesus' love with the participants
- Thanks for the week of interactions and relationship building with all of the village residents
- That the Lord will guide preparations for Sunday's Bible Camp celebration and community event
- For the initial packing and planning for the return home
- That God will grant continued opportunities to interact with village residents and build relationships for His Kingdom

### **Day 10**

- For a joyful and uplifting community event with thanks and praise to God
- For many children to participate in sharing their Bible camp experience so the Holy Spirit may work through each of their hearts, souls, and voices
- For uplifting worship with fellow Christians at Sunday evening service
- For God to be with the team and the people of the village as we face departure and tearful goodbyes
- That God may be with the team as they prepare for their return journey and pack up the camp and their possessions
- For God to continue to be with the families of the team back home as they prepare to receive them back home
- That God grant restful sleep to sustain them through their return home
- That God would bring encouragement to the church members and leaders in (village name) as the team leaves, and they continue in their role spreading God's Word and building up the people in the Lord

### **Day 11**

- For safe travel as the team flies to their various destinations
- That all travels would go safely and smoothly, and the team members would make their connections
- That God would bring joy to the families upon the return of their loved ones
- That God grant rest to the team in their own homes and beds before returning to their jobs
- That all the Body of Christ would rejoice in God bringing His Word and love to more people
- That the team members may have a sense of fulfillment and contemplation in looking back on the journey and the work God did through them
- For the community to recognize the need for all peoples to have contact with the Gospel and to carry this out in whatever way God places before them
- For the Holy Spirit to continue spiritual growth in the team members and all involved or contacted
- Praise and thanksgiving for a loving and gracious God who made the trip possible

## Appendix J—Mission Trip Insurance

Offered **EXCLUSIVELY** by [www.MissionTripInsurance.com](http://www.MissionTripInsurance.com)

# TripArmor®

## Travel Protection Plan

- \$100,000 Medical
- \$1,000,000 Medical Evacuation
- \$25,000 Security Evacuation
- \$750 Travel Delay
- \$1,500 Missed Connection
- \$1,000 Trip Interruption
- Optional Trip Cancellation
- And more!

Fulfilling **Duty of Care** by providing  
**First-Class Coverage** at  
**\$30 per person**



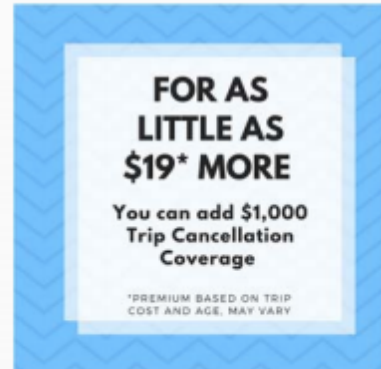
(see next page for Cancellation Insurance coverage)

# SHOULD YOU CONSIDER ADDING TRIP CANCELLATION TO YOUR TRIPARMOR® PLAN?

We will let you decide!! Keep in mind that \$30 TripArmor® “post departure” benefits are included in the following examples. There are many “eligible” reasons that TripArmor® Trip Cancellation benefit will protect you on... here are the most used benefits:

- Sickness or death of you, family member, business partner, or traveling companion.
- Inclement weather • Terrorist Incident • Natural Disaster • Carrier Strike • Vacation Revoked

Over 25 eligible reasons to cancel (see page 3 of **Description of Coverage** for full details)



**In order to have pre-existing conditions waived, you must purchase within 14 days of your initial trip deposit.**

Example:

Traveler's Age	Non-Refundable Trip Cost	Cost as a %	Premium (which includes the \$30 TripArmor®)
0-45	\$1,000	4.90%	\$49.00
46-65	\$1,000	6.60%	\$66.00
66-75	\$1,000	8.90%	\$89.00
Over age 75 please call	Insure any \$\$ amount	Very competitive rates	Complete Protection!

Click here to add Trip Cancellation to your coverage: [BUY NOW](#)

If your concern is not listed in the eligible reasons (see page 3 of **Description of Coverage** for full details) you can purchase Cancel for Any Reason (CFAR).

## Cancel For Any Reason Benefit

If you have purchased this plan within 14 days of the date your initial payment or deposit for your trip was received, it allows you to cancel your trip for ANY reason not otherwise covered by the plan and be paid for up to 75% of trip cost the unused non-refundable prepaid expenses for travel arrangements you paid for your trip, provided you insured **100% of the prepaid trip costs** that are subject to cancellation penalties or restrictions and cancel your trip 48 hours or more before your scheduled departure date. If you cancel due to an eligible reason (see page 3 of **Description of Coverage** for full details) you will receive 100% of the trip cost.

Traveler's Age	Non-Refundable Trip Cost	Cost as a %	CFAR Premium (includes the \$30 TripArmor®)
0-45	\$1,000	7.00%	\$70.00
46-65	\$1,000	9.50%	\$95.00
66-75	\$1,000	12.90%	\$129.00
Over age 75 please call	Insure any \$\$ amount	Very competitive rates	Complete Protection!