



Impact Ministries Short-Term Teams

Team Member Handbook

This team member handbook is an essential contribution to a successful short-term experience. Preparation for a cross cultural short-term mission trip is essential. The anointing on the ministry and the fruitfulness experienced on past teams is attributed to the faithfulness of those who have prepared both spiritually and logistically. As a short-term mission team member with an Impact Ministries team, you are invited to be engaged in all trip segments, activities, and commitments to spiritual and logistical preparation. Further, your active spiritual and logistical preparation will enhance your experience, while allowing God to use you cross-culturally to share the Gospel and His love in a meaningful way. May God richly bless you as you prepare for your cross cultural short-term mission.

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Impact Ministries USA, PO Box 550, Duvall, WA 98019-0550 or Impact Ministries Canada, PO Box 975, Kamloops, BC V2C 6H1

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INTRODUCTORY OVERVIEW

God wants to use YOU! He is inviting YOU to an experience like no other. A short-term mission trip will cause you to:

Be stretched. . .

experience the rich cultures of the Central American Spanish and Indigenous people.

Be used ...

work under difficult and primitive conditions on Christian Schools, churches and medical teams.

Be humbled...

feel the pain as you serve and assist people who suffer under oppressive and relentless poverty.

Be fruitful...

walk in the power of God's Spirit and minister to people in ways that will surprise you.

Why?

- God wants you to be the hands and feet of Christ. He wants to use you to show the people of Guatemala His "Father" heart in a tangible way. Your participation in evangelism efforts, ministry opportunities and work projects will reflect the compassion of Jesus to people who have physical, emotional and spiritual needs. These efforts will bear much fruit in God's Kingdom.

How?

- The short-term mission team will be showing God's love through personal involvement in construction projects in school buildings and churches.
- Medical teams will minister to many physical needs through daily clinics.
- Ministry in churches will give team members opportunities to encourage and pray for Guatemalan brothers and sisters.
- Teams may travel around to various villages in the provinces of Alta Verapaz and Baja Verapaz, Guatemala, visiting typical humble homes, public and/or Christian schools, churches and the Coban hospital with the message of God's love.
- Teams will participate in children's ministry (mini VBS program) helping to bring the Gospel message to children.

Who?

- You! If you let Him, God will use you!!
- You are welcome... with or without experience. Much of the preparation will be done by the group prior to their trip. Team members will also receive some training and instruction for tasks on site. God wants to use your strength, energy and abilities to bless the needy.
- Upon approval of your application, you will have the opportunity to participate in this exciting and rewarding experience. This handbook will provide you with an outline and overview of the preparation and planning process. This process may seem overwhelming at times, but your investment of time and energy will be used by the Lord to equip you for this adventure.

IMPACT MINISTRIES MISSION

To train Guatemalans for leadership by teaching biblical principles in such a way that they become integrated in their lives and effect spiritual change in their society, and to impact North American Christians for world missions.

We train Guatemalans for leadership by:

- building and operating Vida Christian Schools
- supporting the growth and development of the Rio de Vida Churches
- providing access to medical care through medical & dental clinics
- providing care to orphaned and abandoned children through our children's home

We impact North Americans for world missions by:

- providing quality short-term mission programs
- offering intensive discipleship through the VIDA School of Discipleship
- offering connections into world missions through sponsorship and other giving opportunities.

Impact Ministries has been working in Guatemala since the year 2000, and many of our leaders were once Vida students themselves. We provide opportunities for North American Christians to come alongside these Guatemalan leaders through giving, going and praying. It's exciting to see Christians from throughout North America joining together with our Guatemalan brothers and sisters to present the life-changing message of Jesus Christ.

WHAT WE BELIEVE

The Word of God, the Bible, provides the principle foundation for Impact Ministries. The Bible in its entirety as originally given is the only infallible revelation of God.

The following truths are fundamental teachings from the Word of God:

God is one, yet expressed in three persons, the Father, the Son, and the Holy Spirit

God is the creator of heaven and earth

- He created life and substance by a direct creation act
- He upholds and directs all things according to His will and by His power

God chooses to reveal Himself and His truth to mankind

- He reveals Himself through His written Word, the Bible
- He reveals Himself through Jesus Christ, the Word of God became Flesh
- He has given His Holy Spirit to lead and guide into all truth

Jesus is both truly God and truly man

- He is the Son of God
- He was born of a virgin

Jesus' death on the cross is the only substitutionary atonement for sin

Jesus physically rose from the grave, breaking the power of sin and death

Jesus will come again

- He will come to receive His church to Himself
- He will come to judge the living and the dead

All men are dead in sin and need to be born again through the regenerating power of the Holy Spirit

Salvation from sin and condemnation is by grace alone. Grace comes by faith in the Lord Jesus Christ

The believer that is saved by grace has become a new creation in Christ. This is a gift of God

A believer is called to be a disciple of Christ

- A believer's submission to Christ will bring about profound changes and maturity
- the evidence of this is the fruit of the Spirit

A believer is called to servanthood and evangelism



- The Holy Spirit will empower and gift the believer so that he can be a joyful and thankful witness to the saving power of Christ

GOALS FOR EACH MISSION TEAM AND TEAM MEMBER

It is the goal of Impact Ministries to:

- Develop a mission consciousness in each team member so that they would have the heart of Christ for the lost and the compassion of Christ for those in need.
- Give opportunity for the Lord Jesus to work:
 - in each team member's heart
 - through each team member
 - in the hearts of those ministered to
- Experience the culture of a developing nation and increase in understanding the role of the body of Christ in that society.
- Develop an awareness of God's calling to missions in personal career & ministry planning.

SPONSORING ORGANIZATIONS

 <p>Impact Ministries USA PO Box 550 Duvall, WA 98019-0550 teams@impactminusa.org www.impactminusa.org 617-855-5259</p>	 <p>Impact Ministries Canada PO Box 975 Kamloops, BC V2C 6H1 teams@impactministries.ca www.impactministries.ca 250-434-4350</p>
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You will receive communication from your Impact Ministries office at appropriate times. If you have a concern or questions, please feel free to contact your Team Coordinator at the emails above.

STAFF

IMPACT MINISTRIES CANADA TEAMS COORDINATOR - **Colleen Gold**



Colleen Gold is the IMC Teams Coordinator.. She joined Impact Ministries in Spring 2023 and will work with all Canadian Teams, being the point of contact from start to finish. Colleen is from Manitoba and is excited to be a part of the Impact Team. Her email is teams@impactministries.ca

IMPACT MINISTRIES USA TEAMS COORDINATOR - **Mel Jackson**



Mel Jackson is the IMUSA Teams Coordinator for Impact Ministries. Mel and her husband have been involved with Impact Ministries since 2011. Mel is originally from the Pacific Northwest. Mel took on the ministry of team coordination in 2018. Mel works with teams and team members from the first contact through to their return. Her email is teams@impactminusa.org

IMPACT MINISTRIES FIELD DIRECTORS - **Les and Rita Peters**



Les and Rita are the Founders and Field Directors of Impact Ministries. They were ordained as pastors in May 2000 and followed God's call to move to Guatemala to establish a ministry. They now reside and minister in Tactic, Alta Verapaz, Guatemala. Prior to moving their family to Guatemala, Les worked in the education field. He was a teacher and administrator, serving as Principal at Kamloops Christian School. While there, Les developed the missions program, taking young people to Guatemala on short-term mission trips and teams. Their enthusiasm for short-term missions continues, and they joyfully welcome teams serving with Impact Ministries.

IMPACT MINISTRIES TEAMS HOSPITALITY COORDINATORS - **Julio and Julie Lem**



Julio and Julie, along with the hospitality staff of Impact Ministries, have many years of experience hosting short-term mission teams from schools, churches, medical and professional groups and communities across Canada and the United States. Once a team has been formed, they work with the Team Leader to develop a ministry agenda that uses the team's unique gifts and abilities.

We will strive to serve each team member with warmth and sincerity. It is our hope that this missions experience will take each team member into a deeper understanding of God's love and bring enlightenment regarding His call to making disciples throughout the world.

Les and Rita Peters

WHAT WE WILL BE DOING IN GUATEMALA

Participants should understand that this experience is not a vacation or holiday. It will consist of many enjoyable experiences and activities; however, our primary focus is to be a “missionary” and to give of ourselves to the people of Guatemala. Participants should stay with the team at all times, unless given permission from the Hospitality Team.

WORK PROJECTS

Impact Ministries' primary long-term goal is to assist in the development of Christian Education as a means to disciple a generation for Christ. Therefore, construction projects will often be associated with Christian schools and with the churches and other ministry sites that support these efforts. We may also undertake other smaller work projects in hospitals or pastors' homes.

There will be a host of Guatemalans standing by to work alongside on many of these projects. They are hard-working people. They are thrilled and encouraged when we come and provide the supplies and equipment that are needed for these projects. These materials are virtually unattainable for families living at a subsistence level. To them, it is a tremendous blessing when they see our love in such a tangible way.

To prepare for the work projects, team members should bring along good work gloves and sturdy work shoes.

CHILDREN'S MINISTRY

Children's ministry sessions (VBS) usually last for 3 half days. Impact Ministries Guatemala will set the theme and Scripture verses for your children's ministry time and will communicate that information ahead of time. Your team will be working alongside a group of Guatemalan youth to run the children's ministry. Your team will be in charge of preparing some simple crafts and games. The Guatemalan youth will prepare the worship, instructional time and Bible memory verse. It is helpful to pre-plan the activities together so that the team is well prepared when they arrive in Guatemala. All materials/supplies needed for children's ministry must be brought with the team. Teams should prepare for 75 children unless you hear otherwise from the Teams Coordinator.

HOME & SCHOOL VISITS

While in Guatemala, you will be given the opportunity to visit some of our school campuses and the homes of children in our schools. If you support a class or have a sponsor child, we will make every effort to connect you with your class and/or child and visit with them. If you don't have sponsors on your team, we will select needy families for your team to visit. If you would like to bring a gift for your sponsor child or family some suggestions may be:

- Toothbrush and Toothpaste
- School Supplies
- Backpack
- Socks and Underwear
- Spanish Books
- Small toys
- Colouring Books and Crayons/Markers

- Hair ties/bows
- Dish clothes
- Soap
- Apron
- Face cloth

Please minimize the amount of sweets you provide. In Canada, there is a health culture of toothbrushing. This is not present in Guatemalan health culture and consequently, dental decay is an enormous problem amongst our children, often resulting in months of pain, sickness, and time away from the schools. Please consider alternatives such as stickers, small toys, or small school supplies.

If you would like to purchase a food basket for your family, please let the Teams Coordinator know. We ask that you bring down the appropriate amount of Guatemalan Quetzals, unless your team qualifies to send spending money beforehand.

HOSPITAL VISITATION - ON HOLD DUE TO COVID

While in Guatemala, your team will have the opportunity to visit a public hospital. We will visit the children in the Pediatric Ward as well as the new moms and babies in the Maternity Ward. This is often a stretching experience for team members, but it is always a huge blessing to those we visit. To prepare for this, your team should gather approximately 40 small, soft stuffed animals to give to the children, as well as approximately 40 layettes (one newborn clothing item, one receiving blanket, soap, shampoo, a small teething toy, etc) for the new moms and babies. It is also a good idea to pack 4 or 5 gifts for moms who have lost their babies. We don't always encounter that, but when we do, it is wonderful to have a special gift to help comfort them.

EVANGELISM EVENT

In order to support the work of local Churches as they share the Gospel, teams may participate in an evangelism event. The teams will partner with a church, cell group or outreach group and will provide a part of the program by preparing a skit, a song and a personal testimony.

ADDITIONAL ACTIVITIES

Your team will be visiting some, if not all of our schools, our medical clinic and possibly a number of churches. All of these activities are designed to give you a picture of the people we are serving here in Guatemala and also to allow you to bless those working with Impact Ministries.

CULTURAL ACTIVITIES

The team will take time for several cultural activities. We will catch a glimpse of the amazing history of Latin America, see the natural wonder of the country, experience the culture as we barter in the market and take photos of unusual sights. As we experience these opportunities we will learn more about the history and culture of Guatemala and gain a deeper understanding of how the Lord is working in this country.

VIDA CHILDREN'S HOME VISIT AND ACTIVITIES AND IMPORTANT GUIDELINES FOR VISITS

There are a staggering number of orphaned and abandoned children in Guatemala. The situation is complicated, as the doors for adoption from Guatemala are not open and there is not a strong culture of adoption or foster

care outside of familial ties within Guatemala. To add to this, many existing children's homes and orphanages are overcrowded, understaffed, institutional, and unable to provide quality care for each child. The need is great for a Christ-centered loving home in Guatemala for these vulnerable children.

In 2019 the Vida Children's Home began caring for their first children. The team will have the opportunity to visit the home and hear how God laid this ministry on the hearts of the local believers. They will spend time with the children and will hear how God is working in the lives of these children.

There are policies in place that guide and direct visits to the children's home as the welfare of the children in our care is our top priority. The hospitality team will make arrangements that fit with the policies. If your team will be visiting the children's home you will see the visit on your team itinerary. Before entering the children's home team members will be briefed on some guidelines for the health and safety of the children.

Photos: It is important that your team is aware that any photos showing children's faces CAN NOT be shared on social media platforms. These are strict guidelines to protect the children in the home and to adhere to government agency requirements.

If you would like to bring any gifts for the Children's Home, a few suggestions may be:

- Bottles with extra bottle nipples
- Girls hair ties and accessories
- Socks and underwear (sizes 0-7 years old)
- Sunhat
- Formula (not expired)
- Baby dishes (spoons, bowls, sippy cups)
- Bibs

DEBRIEFS

About every other day we will have a time of group devotions and debrief. This will provide an opportunity to share with one another and will serve to bring you closer together as a team. Your schedule will be full, and often by the end of the day everyone is tired. However, these times of prayer and sharing are essential to provide a cohesive factor to the team and give an avenue for team members to connect their experience with decisions that will affect their future.

WHAT IT WILL BE LIKE IN GUATEMALA

TRANSPORTATION

In-country transportation will be secured before your arrival and will be waiting at the airport. Vehicles will be in a safe and in a well maintained condition. The Impact Ministries staff drivers are very competent. When seat belts are provided, we highly recommend all team members to use them. Please also be aware that pedestrians do not have the right of way.

LODGING

The team will stay in hotels, dormitories of Bible schools or mission guesthouses. Every effort will be made to ensure that married couples have the privacy of their own room. Every attempt will be made to provide facilities that are clean, with comfortable beds, semi-private bathrooms and bottled water. When venturing into the backcountry, a motel of more primitive nature may be secured. Again, it will be comfortable, clean and secure.

While in Tactic you may be sharing the guesthouse and dining facilities with other teams but you will not be sharing room accommodations with other teams.

Our Guatemalan Hospitality Team will be overseeing these arrangements while in Guatemala.

MEALS

The team will experience the full spectrum of cuisine, including North American fast food and traditional tortillas and beans. In many cases, each person will be given some choice to suit his/her taste. There is an abundance of safe and tasty food. Even while in the back country purified water will be available.

ALLERGIES

Because of conditions in developing countries, it is difficult and sometimes impossible to avoid allergens. Although we want to know when a team member has allergies, specifically if the allergies are serious and could induce anaphylactic shock, we may not be able to adjust the team menu to accommodate for allergies. Therefore, it is critical that a team member with food allergies supply their own snacks and/or food items for those occasions when they are unable to eat the food that is being presented and bring along sufficient medications such as an Epi-Pen to treat any anaphylactic conditions. Impact Ministries is unable to take responsibility for team members who have anaphylactic allergies, mental health or life threatening medical conditions. Documentation from a doctor with permission to travel will be required.

We ask that teams NOT bring any snack items containing nuts.

TEMPERATURE

The climate in Guatemala is quite varied depending on the altitude. In the coastal lowlands it is extremely hot and humid; however, Tactic is located in the higher altitudes, where the temperatures are comfortable year-round. More specifically, March and April are generally quite warm while the rest of the year tends to be cooler with rain showers. Team members will need to bring a light summer jacket for the cool evenings and lots

of sunscreen for the hot afternoons. It is a good idea to pack some clothing for the extremely hot climate but also pack for the cooler temperatures.

TRANSLATORS

You will be accompanied by translators who will help your team to communicate in Spanish. These translators will also be available to help you when you share at a service, during class and home visits, and at other formal events . There may be some times when you will be able to practice communicating in Spanish and experience the language challenges that new missionaries face. Our Guatemalan Hospitality Staff understand English fairly well and will be readily available to you.

MALE / FEMALE RELATIONSHIPS

Other than married couples, a man and woman should not engage in any interaction that would indicate they are a couple. It may be normal behavior in North America for an unmarried couple to hold hands or walk with their arms around one another, but in the Christian community in Tactic, this would not be acceptable. In Guatemala Christian couples have very limited physical contact. Team members must be willing to adhere to this standard while in Guatemala.

APPLICATION PROCEDURE AND QUALIFYING PROCESS

All applications received by Impact Ministries will be given serious and individual consideration. In order to keep each team functioning ideally, the numbers accepted may be limited.

APPLICATION PROCEDURE - GENERAL INFO

1. Peruse the Impact Ministries website:



www.impactminusa.org



www.impactministries.ca

2. To fulfill the team objectives, it is important that every team member is a born-again Christian and is serious about developing their relationship with the Lord. Discuss any questions or concerns you may have regarding this point with your Team Leader or the Impact Teams Coordinator.
3. Pray - Ask the Lord to reveal His will to you regarding your involvement in this venture. As He directs you to follow a certain path, He will fill your heart and mind with His peace.
4. Confirmation - Ask those who are in authority over you for their counsel and blessing. The Lord wants us to live in submission to those who have authority over us.
5. Fully review this Team Member Handbook to ensure that this is the trip that will match God's calling on your heart. You must also be in agreement with Impact Ministries expectations of team members which can be found in this handbook.

For applicants who are part of a school/church team acceptance will be managed in conjunction with the team leader. Applicants should follow up with their team leader regarding next steps.

Applicants who are requesting to join an Impact Ministries team such as the sponsorship team will be contacted by the IMC/IMUSA Team Coordinators regarding next steps.

APPLICATION PROCEDURE - CANADA SPECIFIC INFORMATION



- Complete the online Short-Term Mission application which is available upon request. Email teams@impactministries.ca, or ask your Team Leader
- Submit the reference form by having your reference person fill it out and submit online. The information gathered in this form is confidential and will be treated as such.
- Print, sign and witness the release form. Scan and email it in PDF format to teams@impactministries.ca. Ensure that you submit the appropriate form - Adult or Youth. Photos of release forms are not accepted.

APPLICATION PROCEDURE - US SPECIFIC INFORMATION



- Complete the online Short-Term Mission application which is available upon request. Email teams@impanusa.org, or ask your Team Leader
- Submit the reference form by having your reference person fill it out and submit online. The information gathered in this form is confidential and will be treated as such.
- Print, sign and witness the release form. Scan and email it in PDF format to teams@impactminusa.org. Ensure that you submit the appropriate form - Adult or Youth.
- Please note that you will need to create an account with the US Ministry Database in order to complete your application. If you already have an account ensure you log in prior to beginning your application.
- If you are applying as an individual, or your team has chosen to have Impact Ministries collect team donations and issue receipts, you may be asked to submit a \$100 deposit. The Team Coordinator will communicate details of how to submit that deposit when your application has been approved. Once acceptance of the application has been made the deposit is non-refundable and non-transferable.

AGE INFORMATION - US AND CANADA

Applicants to join a team must be a minimum of 12 years of age at the time of their mission trip in Guatemala. Exceptions to this age limit may be made if the team is from a sending group and the team is aware there are children on the trip. In this case, they must be accompanied by a parent or guardian and that individual must take responsibility for the child.

If you are 18 or younger and are not traveling with both custodial parents or guardians you must complete a Travel Consent form which will be provided by the Team Coordinator. You must carry the original signed copy of the form as you travel across borders. The Team Leader should also have a copy of the scanned document. It is your responsibility to provide a copy of the Travel Consent form to your Team Leader in either scanned or hardcopy form. This form is not always asked for however, it is asked for, you must provide it.

Even though you have been accepted as a member of an Impact Ministries' short-term mission trip; you will jeopardize continued involvement if you fail to submit all the forms, meet financial obligations or neglect to fulfill the expectations of Impact Ministries or your Team Leader.

CHECKLIST

The following checklist has been prepared for you to keep track of your progress as you prepare for this short-term mission trip. Feel free to remove this page from the handbook and post it somewhere that is accessible. Details about each step follow the checklist page. As you complete each step, tick it off. You will want to stay on schedule, as there is a lot to do. The Team Coordinators will work with the Team Leader to determine an appropriate timeline.

(✓)	Task	Details
	See the Application Procedure US or Application Procedure Canada for more information.	
	Complete the short-term missions trip application	
	Provide the reference form link to your reference	
	Submit the Impact Ministries Release Forms	
	Make arrangements for flights	Flights should only be reserved once applications have been approved by Impact Ministries. Before final confirmation and payment of flight bookings, communicate dates and times with the Impact Ministries Teams Coordinator.
	Passport - ensure that you have a passport that is current. If not, apply in plenty of time.	Ensure that your passport is valid for at least six months after your return date.
	Prepare communication to send to family and friends to raise prayer and financial support	
	Begin working through the devotionals in Appendix One	Your Team Leader may have a timeline in which to complete each one
	Get your church involved	Contact your pastor and church leaders
	Begin collecting items for donation and ministry needs	Discuss this with your Team Leader to determine what is most needed
	Identify prayer partner(s)	1 or 2 people who are spiritually mature and able to support you in prayer before, during, and after your missions trip
	Cultural Preparation	Familiarize yourself with the country of Guatemala and its people; read a missionary biography; study how Catholicism affected Latin America
	Finances	Ensure adequate financial support is in place to cover costs. If funds are raised through a sending organization such as a church or school ensure that you follow their timeline for fundraising goals.

REQUIRED IMPORTANT STEPS		
	Travel Medical Insurance	Impact Ministries requires each team member to have out-of-country medical insurance. Policy information must be submitted to the Team Coordinator 6 weeks prior to departure. If it is not available 6 weeks prior please communicate a plan to the Team Coordinator and follow up.
	Trip Cancellation/interruption Insurance	This type of insurance is encouraged but optional. This does not need to be submitted to Impact Ministries.
	All team members are required to register their time in Guatemala at the appropriate link:	 Registration of US Citizens Abroad: Smart Traveler Enrollment Program (STEP)  Registration of Canadians Abroad: travel.gc.ca/travelling/registration Further information is available later in the handbook
	Permission for Minors Travelling	This should be filled out for all minors unless BOTH parents are travelling with them. Permission for Minors Travelling without a Custodial Parent
	Financial donations	Send in any remaining money raised to cover your ground costs.
	Spending Money	Adult team members - order from your financial institution Youth team members - send spending money to the appropriate office. See more information in the Spending Money section of this handbook.

PRACTICAL PREPARATION

PASSPORT

A valid passport is needed to enter or leave Guatemala.

- Your passport must be valid for at least six months after the planned departure date out of Guatemala. You may be denied boarding if your passport expires within that time.
- Consider purchasing a passport holder that you can wear concealed under your clothing. Medical insurance, travel documents and any cash can also be carried in this pouch.

A secure safe is available at the guesthouse in Tactic if the team leader would like to lock up the passports. During travel it is the team member's responsibility to safely secure their passport.

VISA REQUIREMENTS

If you are not traveling on a US or Canadian passport you may need a Visa to travel to Guatemala. It is each team member's responsibility to investigate if a Visa is required and to ensure that the Visa is in place in time for travel.

TRAVELER REGISTRATION PROGRAMS

Each team member is asked to enroll in their country's traveler registration program. It is a free service allowing those traveling abroad to enroll their trip with the nearest Embassy or Consulate. Enrollment helps the Embassy contact you in an emergency, whether natural disaster, civil unrest, or family emergency and helps family and friends get in touch with you in an emergency

You will need all your travel information, including your passport number, flight itinerary, etc. and the contact information provided below.

If additional contact information is needed to enroll in these programs, contact your team leader.

Address: Asociación Cristiana "Ministerios Impacto" (ACMI)
Cantón Chijacorrall, Zona 7, Tactic, Alta Verapaz, Guatemala



SMART TRAVELER ENROLLMENT PROGRAM - UNITED STATES

Each US team member is asked to enroll in the [Smart Traveler Enrollment Program \(STEP\)](#).



TRAVELER ENROLLMENT - CANADA

Each Canadian team member is asked to enroll in the Registration of Canadians Abroad program at the following link. travel.gc.ca/travelling/registration

TRAVEL ARRANGEMENTS AND TRAVEL INSURANCE

Impact Ministries requires teams to book their own flights through their supporting organization. (I.e. church or school). The supporting organization should be able to issue tax receipts for this. The flight arrival and departure itinerary must be approved by Impact Ministries Team Coordinator before being confirmed with the travel agent. This will ensure that the Hospitality Staff who will pick up and drop off at the airport are able to accommodate your times.

Airfare Cancellation/Interruption Insurance is up to the individual and/or team.

Tickets should be purchased well in advance after all applications have been approved in order to ensure that the team can travel together on the dates/times that have been approved by the Teams Coordinator.

OUT OF COUNTRY MEDICAL INSURANCE AND ACCESS TO MEDICAL CARE

Impact Ministries does not provide medical coverage for team members and as such requires each team member to carry their own out of country medical insurance. The policy should be kept on your person for the duration of your trip. Please submit your insurance policy name and number to your Team Leader or to Impact Ministries Teams Coordinator if you are not on a specific team.

- North Americans with travel medical insurance will have access to excellent medical facilities. However, the medical facilities may be quite a distance away and we cannot guarantee prompt arrival at a hospital due to unforeseen circumstances. Impact Ministries will try their best to get prompt medical attention when required, but cannot guarantee this happening in each situation in a timely fashion.
- Any team member needing health care while on the trip will be appropriately accompanied at all times.
- Your emergency contact person at home will be contacted immediately should any medical condition or emergency arise. They should have all relevant information regarding your insurance in case they need to contact the provider on your behalf.

COVID-19 INFORMATION

With the constant changes in regulations for Canada, US and Guatemala over the past few years, it is the responsibility of the team to be up to date with the requirements for travel including vaccination requirements, isolation, and testing. It is your responsibility to ensure that you are aware of any local requirements in place that may affect your team's travel.

Each team member should bring along some masks in case they are needed for entry into restaurants, stores, historical sites etc. Hand sanitizer is also good to bring as hand washing stations may not be available.

IMMUNIZATIONS

Immunizations are not required to enter Guatemala but there may be Covid vaccine requirements for travel. Regarding other vaccinations check with your family physician or travel doctor for immunization recommendations. It is your responsibility to ensure that you are aware of any local requirements in place that may affect your team's travel.

FINANCES

Team members can raise funds in order to meet the financial commitment for the trip, and those donations are eligible for a tax receipt, either through your sending organization or through Impact Ministries. It is our preference that team monies be receipted through your sending organization. If a team, such as a church or school team, will be receiving donations and issuing receipts through their organization, team members will follow the direction of that organization and team leader to submit their funds.

If you have been assigned to a team or your team has chosen to submit donations to IMUSA or IMC, funds will be submitted directly to the Impact Ministries USA or Impact Ministries Canada under the same general schedule. However, the process will look a bit different. Detail is provided in the following section explaining how to submit to meet the appropriate deadlines.

If you are unable to raise funds as per the timeline, please contact your Team Leader or the Impact Teams Coordinator in advance of the deadlines to discuss how you plan to raise the required funds.

The funds you submit will cover the following:

- all in-country meals, lodging and travel
- supplies for work projects
- translators, drivers and other hospitality staff
- miscellaneous "all group" activities (ie. entrance costs to archeological and culturally significant sites, etc)

If you have arranged to have Impact Ministries book your flight you will need to raise and submit funds to cover that cost. Funds submitted for flights are eligible for a tax receipt.

The funds you submit to Impact Ministries will not cover the following:

- out of country health insurance. This is the responsibility of each team member or team to arrange.
- travel cancellation and interruption insurance. This is the responsibility of each team member or team to arrange.
- immunizations
- lodging, meals and misc. while traveling to and from Guatemala
- expenses associated with passports and visas
- personal spending money

DEPOSITS

Deposits are required of teams or individual applicants if they are not part of a team. Deposits are non-refundable and go towards the total ground costs. If for any reason you withdraw from your dates, the deposit will be directed towards our team in Guatemala. If you would like more information re: deposits contact your Impact Ministries Team Coordinator.

SPENDING MONEY

You will want to bring along some funds for purchasing some snacks when traveling, souvenirs and for food baskets for a sponsor child's family. The amount you bring is up to you. As your basic costs such as food, lodging and transportation are covered, it is not necessary to bring large amounts of money. A suggested amount would be \$200 to \$300 depending how many souvenirs or gifts you would like to purchase. FYI - There are some items that are available for purchase as part of Impact Ministries sustainability program. Information about those items can be found at this link: [Products available for purchase at the Guesthouse](#)

SPENDING MONEY FOR ADULT TEAMS

Guatemalan funds should be ordered from your financial institution prior to the trip. Most institutions provide this service. When ordering ensure that you ask for a variety of denomination sizes including smaller bills as most vendors have difficulty making change for larger denominations such as Q100 bills.

Please note the following -

- We ask that team members NOT stop in the Guatemalan airport to exchange money. This will slow down the arrival process. The Hospitality Staff will be waiting for you outside the airport, and parking for an extended period of time in the arrivals areas is not permitted.
- We can NOT exchange money in Guatemalan banks. Canadian cash is not exchangeable in Guatemalan banks, and American cash is inspected rigorously as only perfect bills are accepted by banks, with most bills being rejected. This is time consuming and not reliable, and we cannot offer this service to visitors.
- We will NOT take you to a bank machine to get cash. Sometimes bank machines are empty, and sometimes the bank machines have glitches with foreign accounts.
- The vendors in Antigua do accept American dollars and for larger purchases credit cards may be accepted.
- If you would like to purchase a food hamper for your sponsor child please contact the Teams Coordinator and plan to bring down the appropriate amount of funds.

SPENDING MONEY FOR YOUTH TEAMS

Youth teams from either a school or church must send their spending money through the appropriate Impact Ministries office. Spending money needs to be forwarded to the appropriate office 6 weeks ahead of departure date. The Teams Coordinator will provide your Team Leader with a spending money spreadsheet that will need to be completed. Funds will be converted and distributed to you throughout your time with Impact.

- If you would like to purchase a food hamper for your sponsor child please contact the Teams Coordinator and submit the appropriate amount of funds with your Spending Money. These must be submitted 6 weeks ahead of departure.

SUBMITTING FUNDS - SENDING ORGANIZATION SUBMITS FUNDS ON BEHALF OF THE TEAM

The sending organization will make flight arrangements and will collect donations, issue tax receipts and forward ground costs to Impact Ministries on behalf of the team. The team may choose to set their own budget and may collect donations for team expenses such as children's ministry supplies, first aid supplies etc. as determined by that organization's budget.

The Team Leader is responsible to ensure flights are booked according to Impact Ministries Guidelines.

SUBMITTING FINANCES - FOR TEAMS WHERE EACH TEAM MEMBER SUBMITS FUNDS DIRECTLY TO IMPACT MINISTRIES

If you have been assigned to an Impact Ministries team, or your team has chosen this option, funds will be submitted directly to the Impact Ministries USA or Impact Ministries Canada who will issue tax receipts for donations.

Upon acceptance of an individual's application, Impact Ministries will create and provide a Donations and Expenses Report (DER). That DER will be updated as funds are received.

The following are the funds that need to be submitted to Impact Ministries:

1. Funds to cover the ground costs are due to Impact Ministries six weeks prior to departure.
2. Refer to the section on TRAVEL for information re: finances for flights.

There are occasions when a team or individual receives more funds than necessary to cover the cost of the trip. When this occurs, Impact Ministries USA or Impact Ministries Canada cannot refund the money or transfer it to someone else, but will direct funds where most needed within the ministry. Refunds are not given for monies that have been donated and will be receipted (the IRS and CRA do not permit this).

If you are unable to meet a fundraising deadline, please contact your Impact Ministries Teams Coordinator **BEFORE** the deadline date to discuss the situation and how you plan to meet your fundraising commitment.

Each team member should provide donors with the following steps in order to ensure that the donations they have solicited go towards their fundraising commitment either as part of a team or as an individual:

1. If a donor chooses to send a donation by check they should be sent to the appropriate office at:



Impact Ministries USA
PO Box 550
Duvall, WA 98019-0550

OR



Impact Ministries Canada
PO Box 975
Kamloops, BC V2C 6H1

It is important that donations sent by mail include a cover note or letter indicating the team member's name so the funds can be applied to the appropriate team or individual project report. Ensure that checks are made out to Impact Ministries and that your name or the name of an individual team member does not appear on donation checks.



Online Donations - US

1. Donations can be made online using a link that will be created for your support. You can then direct donors to the link. Creation of a donation link must be arranged with the team coordinator. Ask your donor to add a note in the box provided so that funds are applied to the correct fundraising commitment and so you are able to add that donor to your communication list.
2. If donors choose to give online they will need to create an account if they do not already have one with IMUSA. This account will ensure that they will receive a tax receipt from IMUSA for their donation.

PREPARING FOR PERSONAL SPIRITUAL GROWTH

This trip may become one of the great spiritual stretching experiences of your Christian life. With this in mind, it is important that you prepare yourself.

PERSONAL DEVOTIONS

Make a commitment to have a daily personal devotional time.

- Find a place where you can be alone with God.
- Ask God to open His Word to you and prepare your heart for a message from His Word.
- Read a chapter from your Bible.
- Make notes as the Holy Spirit speaks to you.
- Spend time in prayer.
- Work through the devotional in Appendix One.

GETTING OTHERS INVOLVED

YOUR PASTOR AND YOUR CHURCH

As a Christian, it is appropriate that your commitment to evangelism and ministry be connected with your church and endorsed by your pastor. Your church will be a source of encouragement and support. By working with your pastor and church, you give them an opportunity to participate and involve themselves with you in this exciting venture.

Call your church office to set up a time to speak with your pastor face to face. You will need between 15 and 20 minutes of his/her time. Prepare for your appointment by making a list of all the things you'd like to cover. If your pastor is not familiar with Impact Ministries or the type of mission trip you will be going on, take a few minutes to explain this to him/her.

Your pastor may want you to speak in a church service or he/she may prefer you to write something for the bulletin. It is important that you remain respectful and receptive to how your pastor sees best to support you.

It is a good idea to come to the meeting with a few suggestions of how you could share with the congregation (a short part of a service, brochures to hand out, a PowerPoint, speak to the Sunday school classes, presentation to the missions committee, etc). You know your church best and have probably seen what others who have gone on the mission field have done prior to going.

When you return from Guatemala, follow-up with your pastor and other groups within your church you presented to (Missions Committee, Sunday School, etc).

OBTAINING PRAYER PARTNERS

You will need daily prayer for the time that you are preparing for this mission trip, for the duration of your trip and for a time period following your trip. God has called each team member to accomplish some specific and strategic tasks for His kingdom. This time is not a vacation; it is a spiritual confrontation. As a team member, you will face a spiritual enemy who wants to destroy and discourage the work of God in your life. Prayer is the key to success!!

- Ask one or two people who know you well and are mature in their Christian walk to be your Prayer Partners. Consider providing the [Impact Ministries Prayer Partners Guide](#) to each of them.
- Meet with each one of your Prayer Partners at least twice before your trip and twice after your trip to let them know how you are doing. This is very important, as it will help them to know specifically how to pray for you.
- In order to have prayer coverage while you are on your mission trip, we recommend that you have 5 to 20 people commit to praying for you every day while you are away. This prayer support would be above and beyond the Prayer Partner mentioned before. It is especially wise to ask the people in your church who have the reputation of being prayer warriors. You may want to ask your pastor to identify them for you.
- Make sure that each one of these people is informed as to the exact dates of your trip. It may work best to give each of them a little card to keep on their fridge with all the pertinent information.
- Do not forget to thank these people upon your return. Share with them the answers to prayer that you experienced.

YOUR FRIENDS AND RELATIVES

Your friends and relatives will be interested in knowing about your upcoming venture. Connect with them to let them know of your plans and ask them to pray for you. It may be that God will use these people to assist you in meeting any financial needs you might have.

- Make a list of people to contact. Most people can develop a list of 30-60 people: relatives, friends, pastors, church members, and neighbors.
- Communicate about your trip in whichever format is most effective. Share personally where possible, send letters or emails. Or you may wish to create a blog.
- Pray about what you should communicate and how to best present the vision God has placed in you. Help them “connect” with you by being as personal as you can. Share from your heart. Tell them what excites you, as well as things which challenge you about this trip. Let them know your concerns and needs. You may wish to create a prayer card, itinerary/facts sheet, or your picture. Be creative and add your own personal touch.
- Follow up with expressing appreciation and sharing how the Lord has worked in your life as a result of the trip. Share some highlights.

MINISTRY PREPARATION

PREPARING YOUR TESTIMONY

Preparing your testimony is a great way to reflect on your walk with the Lord. You may be called on to give your testimony at some time during the trip, during evangelism, in a school, at a meeting or in a church service, etc. Don't think of it as preaching but rather just talking about what Christ means to you.

Write out your testimony. You may wish to use the testimony worksheets for guidance - [See Appendix Two - TESTIMONY PREPARATION](#). Share your testimony with your team. This helps to bond your group together and enables teams to support one another better.

You are a "witness" of God's work, and you are simply "testifying" about what *you* have seen and what *you* know (don't preach). You may want to give examples of how God is changing *your* desires, ambitions, fears and reasons for living. You may want to share the things that God is currently teaching *you*.

OTHER MINISTRY OPPORTUNITIES

The team coordinator or your team leader will communicate other ministry opportunities that your team will be involved in which may include evangelism or children's ministry.

BEING A MEMBER OF AN IMPACT MINISTRIES' TEAM

CODE OF CONDUCT FOR TEAMS AND FIELDWORKERS IN GUATEMALA

(August 21, 2019)

1. **Be humble and modest.** When in a developing nation, North Americans tend to stand out. We ask that you serve in a quiet, humble, and modest way.
2. **Treat others with respect.** This includes when taking photos, visiting homes, and in everyday conversations. Strive to live by Ephesians 4:29 - Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.
3. **Crude language is not acceptable.** Please be careful to talk with discretion.
4. **No smoking, drugs, or alcohol** are permitted.
5. **No complaining** of any sort will be tolerated. If you are offended with someone, go to that person directly (Matthew 18:15-17). Bring all unresolved conflict to whomever is placed in direct authority over you.
6. **Live honorable and Christ exemplifying** lives.
7. **Be law-abiding** in all activities and abide by the Spirit of Christ when law and conscience are in conflict.
8. **Cheerfully submit** to spiritual and managerial authorities in Guatemala.
9. **Accomplish all tasks with excellence** to the best of your ability.
10. **Be dedicated to serving** rather than being served, **honoring others** rather than seeking honor for yourself.
11. **Be kind and forgiving.** Keep confidences and refuse to speak evil of each other.
12. **Be cheerful, prompt, and reliable** in carrying out assignments and responsibilities. Be cooperative in all work undertaken.
13. **All team meetings must be attended.** Punctuality is an expected courtesy.
14. **Be appreciative** and sensitive to your hosts. Please present a courteous and thankful spirit.
15. **Please accept the food that is offered** to you. Receive it gratefully. Try to eat or take it with you if need be.
16. **For fieldworkers serving for a longer term:** No romantic relationships are to be cultivated in the first year of service in Guatemala. This is your time to focus on serving others and building platonic relationships.

DRESS CODE

North Americans will stand out in Guatemala. In the Latin American minds, North American people are considered to dress very immodestly. This is not the impression that we want to give them. And, our desire is to remove some of the barriers that come into play when being a missionary in a cross cultural context.

Your personal appearance should always be of a high standard, modest, and glorifying to the Lord! Dyed hair is allowed only if it is in a natural hair shade or color. Longer hair for males is viewed negatively. It will be expected that you come with neatly groomed shorter hair. Body piercing, other than ladies' earrings, is not acceptable.

among Christians in Guatemala. Therefore, please remove any other piercing for the duration of the trip. If you have a tattoo, it will need to stay covered the entire time you are in Guatemala. Tattoos carry a very negative connotation in Guatemala, and we do not want anything to stand in the way of the work that the Lord wants to do through you.

Please follow this code in the strictest sense as you begin accumulating what you will wear while on your cross cultural short-term mission trip.

During Work Projects and Around the Guesthouse

- Women may wear loose fitting pants or capris, but no shorts.
- Women may wear loose fitting t-shirts, they can be sleeveless (tank tops and spaghetti straps are **not** permitted), and should be modest (not low cut, and long enough to cover the body - tummies cannot show when arms are raised).
- Men may wear pants or longer shorts.
- Men's t-shirts must have sleeves and collar (muscle shirts are **not** permitted).
- Everyone must wear clothes that they do not mind getting soiled.

During Services in Churches or Schools

- Women may wear loose fitting formal dress pants or skirts/dresses to church (skirt/dress slits must not reveal the knees), with a loose fitting, modest blouse.
- Men may wear nice/new looking jeans to church or dress pants (no old looking pants please, with a button up shirt or a polo t-shirt with a collar (no t-shirts with no collar please)
- Everyone must wear clean shoes or sandals.
- The Guatemalan culture is a very formal culture, whereas North American cultures are much more informal. Guatemalans would wear their best clothing to Church, and they expect us, as missionaries, to dress up, as pastors would. They dress as best as they can, but they know that we have the financial possibility of dressing well, and when we do not, they may feel like it is disrespectful of the occasion.

During Cultural Exchange Events or Days Spent Traveling in the Country

- Women may wear loose fitting pants or capris.
- Men may wear pants or longer shorts.
- T-shirts must have sleeves, be loose fitting and of an appropriate length (no skin showing when arms raised).

Any team member that dresses outside of this dress code will be asked to change their clothes before joining the team in their daily activity.

RELIEF: GIVING FINANCIAL AND MATERIAL HELP

General principles and guidelines found in "When Helping Hurts – How to alleviate poverty without hurting the poor and yourself" (Steve Corbett & Brian Fikkert – 2009) have helped to shape Impact Ministries practice. It

would be a good idea to read at least the first 70 pages to get an idea of Impact Ministries philosophy of ministry.

Within the North American experience we have learned to believe that a gift of money or material is an appropriate response to physical deprivation. In a developing country such as Guatemala, such gifts may relieve our own sense of guilt but may create isolation from the community or initiate violence within families. Great care must be taken to respond to physical needs.

Examples:

1. Giving money to a poor mother of 6 children, so she can buy food, can actually cause her harm. If her husband is an alcoholic, which is a common problem in Tactic, he may beat her because she has possession of money which she has withheld from him. Even if alcohol is not a problem in the family, the gift of money may not even be used for food, but rather for a cell phone or other wants and desires.
2. A gift of a computer for a student can create a dangerous situation for that student or isolate him from the family and community. When he alone receives this gift, he feels superior to other students. Because he now has this outside contact/help, he may cut himself off from those around him, believing he no longer needs to live in community with those here in the ministry.

Impact Ministries defines poverty, not as a lack of material possessions, but rather as “broken relationships and the result of broken relationships.” The following guidelines are in place to help us work effectively with the materially poor.

1. When relief is needed, giving should be done in the context of ongoing, long-term relationships. Short-term mission teams enter and leave Tactic. They can only make a positive contribution to the established ongoing, long-term relationships when they allow Impact Ministries to provide relief/gifts as part of their long-term ministry plans.
2. Independent gifts from short-term mission teams may create unintended harm. **Do not give gifts to any Guatemalans without consulting with the Hospitality Staff.**
 - a. If a gift is appropriate, they will see that it is given in a way that respects the intent and purpose of the ministry as well as those giving and receiving the gift.
 - b. The Hospitality Staff, in consultation with the Impact Ministries Field Director will guard against gifts that may endanger the recipient or create unintended harm;
 - c. Gifts are also monitored to enable better accountability and equality.
3. Do not give gifts to any Impact Ministries staff without consulting with the Hospitality Team.
 - a. Often those working closest with the teams will receive the most gifts when there are many others that are working equally as hard, but are never seen. This can cause hard feelings among staff.
 - b. This applies while a team member is in Guatemala and after they return home.
4. Gifts given outside of Impact Ministries guidelines put both the Guatemalan staff and the visiting team in jeopardy.
 - a. Staff - their jobs are at risk because they have been instructed not to ask for or receive gifts from team members. This is abusing their proximity to the team for their own personal advantage.
 - b. Team – If you choose to ignore this rule, it may jeopardize you and your sending organization from making future trips with Impact Ministries.

COMMUNICATION

Communication with sponsor children, sponsor classes or Guatemalan staff must flow through the Impact Ministries office. We are following Compassion International's protocol in this area to protect the Guatemalan children, their families, and the visiting team members.

1. The Office is the conduit through which all sponsorship communication is passed.
 - a. Communication with sponsor children outside the normal ministry channels is not permitted and will initiate an immediate review of the sponsorship.
 - b. Communication is primarily done through the Sponsorsoft Program. Each sponsor has a log-in which will allow them access to send and receive communication with their child and class. Sponsorsoft access can be found on the Impact Ministries websites.
Impact Ministries Canada: www.impactministries.ca/child
Impact Ministries USA: www.impactminusa.org/child
2. Do not exchange email addresses/Facebook/social media information with sponsored children or families.
 - a. Direct contact often turns into deferred offers of gifts by the North American visitor or requests for help by the sponsored child's family.
 - i. Team members must follow the gift-giving protocols established by the ministry.
 - ii. If a sponsored child or their family has a legitimate need, they are to communicate with the ministry.

CULTURAL PREPARATION

RECOMMENDED READING

An excellent resource is the book *Foreign to Familiar* by Sarah A. Lanier. The book describes two cultures, a hot-climate culture and a cold-climate culture. How the hot-climate culture is relationship oriented and the cold-climate is task oriented. The book gives examples of how the cultures are different and how to communicate in each of them. A good short read.

GUATEMALA

Do some research on the country of Guatemala. Find out as much as you can about its ancient history, spectacular geography, colorful culture and very dear people.

MISSIONARY LIFE

Read one or two missionary stories.

CATHOLICISM

The country of Guatemala is predominantly Catholic. Study up on Latin American Catholicism and how it differs from evangelical Christianity.

SCRIPTURE THAT DEALS WITH CULTURAL DIFFERENCES

Study 1 Corinthians 8:4-13. How should we behave when we encounter different cultural ideas or practices? Study James 2:1-5. In what ways can you live this verse out on the mission field? Read Romans 12:15. How might this verse be applicable on the mission field?

A LITTLE SPANISH

It would be good to learn some conversational Spanish. Even a few greetings and phrases will be invaluable. A good option would be to use Duo Lingo or other online Spanish apps or to invite a local Spanish speaking person to give short lessons at each team meeting. For handy reference this is a [Supplement for Teams - A Little Spanish](#) that has a few Spanish words, phrases and songs.

IN COUNTRY ORIENTATION

Upon arrival you will be provided an excellent orientation about cultural norms such as greetings, home visits, food, gift giving etc that will prepare you for the time that you will spend interacting with the Guatemalan people.

FINAL PREPARATION

PERSONAL LUGGAGE

Please check with your airline to confirm updated luggage size and weight allowances and packing regulations for both checked and carry-on luggage. Note that extra checked-in baggage often costs an additional fee.

We also ask that you leave your valuables at home. The rule to follow is this: If it is irreplaceable or would hurt to lose it/have it stolen, don't bring it!

It is important that you pack all of your essential items in your carry-on, just in case your luggage fails to arrive at your destination. Also, you should have everything for the first night and day in Guatemala in your carry-on, as you may not have access to your checked luggage until you arrive in Tactic. You do not need to pack towels or bedding for the first night. These items will be provided for you. The following is a list of items that should be in your carry-on:

- Medicine/prescriptions (a copy of the written prescription is helpful).
- Note: Those with diabetes **must** have a doctor's letter to explain the insulin and syringes in their carry-on luggage.
- All medications need to be in their original packaging.
- Travel sized personal hygiene items.
- A change of clothing/pjs.
- Bible/notebook/pen.

NOTE RE: BRINGING MEDICATION IN YOUR LUGGAGE

At this time it is virtually impossible to bring bulk medication into the country. The process requires detailed documentation and takes a minimum of 3-4 months. We currently have suppliers of generic and name brand medication within Guatemala. These meds are available to us at wholesale prices. In North American terms they are VERY reasonably priced. If a medical missions team or a general short-term missions team wishes to generate support so we can purchase medication within the country, we would be happy to provide details of our current needs (both items and estimated costs).

We are, however, always in need of basic items which team members could, if they desired, bring.

- Chewable children's vitamins with iron
- Pepto Bismol tablets; dissolving Imodium
- Polysporin or similar cream
- Ibuprofen junior – 100mg
- Ibuprofen – 200mg
- Acetaminophen
- Throat lozenges-Fisherman's Friend, Buckleys etc
- Tums
- Tubes of Vaseline
- Toothpaste

You are not required to bring these items, but if you want to bring them for your personal use and give them to the ministry, we will certainly use them. You will need to pack them in your personal luggage, and it is best to only bring one of each of the items.

ADDITIONAL LUGGAGE

You may want to use additional duffel bags for donation items and children's ministry materials. It is a good idea to split your children's ministry supplies into two sets and pack them in two different bags in case a piece of luggage does not arrive. It is better to have some of each item than none!

Each team should clearly tag the luggage that contains these extra items. The luggage that contains the donation items will be emptied and returned to the team prior to their departure if needed. Consider using soft sided bags that can then be nested together when empty for the return travel. If for packing purposes, some of the 'give away' items need to be packed into personal luggage, they should be in a garbage bag or Ziploc bag that can easily and quickly be removed to be taken with the other things to the warehouse.

Ask your Team Leaders for ideas on what sorts of things will be most needed and suitable to bring for this purpose. Your Team Leader will have received a list from the Impact Ministries coordinator identifying the items that are currently most needed in Guatemala. You may pack these pieces of luggage together as a team.

Items that are always needed: children's good quality shoes, rubber boots (all sizes), blankets, ladies cardigan sweaters, men's clothes, children's clothes, baby items, towels and other linens, toys, school supplies, sports supplies, etc.

PACKING LIST

Note - electrical outlets are the same as North America, no adapter is required		
(√)	Item	Details
	Rain jacket	Particularly if you are here in the rainy season
	Light sweater	2
	T-shirts	1 for every day
	Work clothes - if you will be doing a work project	2 sets that can be soiled, ensure you have sturdy closed shoes to wear while working
	Underwear and Socks	
	Church clothes	1 set (details in dress code)
	Shoes	2 – 3 pairs: sneakers, sandals; dress shoes - due to mud some footwear may get soiled
	Pants or Capris (ladies)	
	Pants or Shorts (men)	
	Tattoo covering if applicable	For small tattoos band aids may be sufficient, larger tattoos may require a sleeve or other covering.
	Work gloves	
	Rubber gloves	For washing dishes if you prefer to use them (optional)
	Water bottle	
	Towels	1 bath towel & 1 facecloth, fast drying microfiber towels may be a good choice
	Blow dryer	Only if absolutely necessary
	Sunglasses	
	Sunscreen	
	Large plastic bag	For dirty laundry
	Medicine and Health Care Supplies Tylenol or Advil, Anti nausea meds, After bite treatment	Prescriptions must be in the original bottles and it is good to have a copy of the prescription should it need to be filled while in Guatemala
	Masks, Hand Sanitizer and small package of hand wipes	
	Hat	
	Toiletries	Body Soap/Shaving gear/Hair product/deodorant/toothpaste/brush/feminine hygiene products
	Warm PJ's	
	Camera	
	Study Aids	Bible, journal, pens
	Passport	While traveling, wear this in a passport holder around your neck or in a money belt beneath your clothing.
	Travel Health Insurance	Name of company, address, phone number and policy number

Team Items		
	Bug repellant	1 or 2 per team is sufficient
	First Aid kit	1 per team is sufficient

INTERNET ACCESS AND MEDIA FAST

There is no wi-fi at the guesthouse. Team Leaders who are communicating with a sending group may be provided limited internet access if it is available at the time. However, access to the internet is dependent on many factors and is not guaranteed.

YOUTH AND SCHOOL TEAMS

Youth and school teams should be on a “strict” media fast. We understand that many phones are used as a camera. As such, we ask you to honor the media fast and refrain from playing music, games, and accessing the internet and social media while in Guatemala.

Why, you may ask. We want you to get the most out of your short-term mission trip. There are not many opportunities we have here in North America to turn off our phones for 11 days and connect with those around us. We have seen that teams who implement the media fast have greater spiritual gains as well as personal gains. While many may only use their phone to take photos, the temptation is too great to play games, scroll through old photos and videos, plug earphones in and disconnect from the team.

It is the responsibility of the Team Leader to ensure their team is cooperating with this.

ADULT AND SPECIALITY TEAMS

For adult teams or speciality teams, we understand that there are times where it is necessary to check in on home or work. While we highly encourage you to use this time as a media fast, believing that you will get the most out of the trip if you abide by these recommendations, we ask that if you need to use your device please refrain from using social media until back in North America and limit the time only to what is needed or urgent.

If it is essential that you stay connected with your home or work and if you choose to enable your own phone for roaming in Central America please be sensitive about how you are using it and be cognizant that others may be on a media fast.

It is the responsibility of the Team Leader to ensure their team is cooperating with this. For further questions please contact the Teams Coordinator.

APPENDIX ONE – DEVOTIONALS

Preparing for your mission experience involves more than just packing your suitcase. It is critical that you prepare your heart before the Lord so that He can use you for His purposes as well as teach you new things. The following devotionals are most effective when completed in the journal you will be bringing to Guatemala with you. It is very helpful to not only read the scriptures listed, but write them out, along with the answers to the questions.

TAKE A LOOK IN THE MIRROR

As you prepare for service on the foreign mission field, it is good to take the time to examine yourself and your daily walk with the Lord.

- *Read Ephesians 2:10 and Psalms 139:13-16*
- *According to these two passages, who are you?*
- *How should knowing this affect the way you live your life?*
- *How do these passages affect your thinking specifically regarding this mission experience?*

Making God a priority in your life can be a challenge. Your life is busy, full of all kinds of commitments and activities. It is vital, however, that God takes His rightful place in our day. Take some time to reflect on the things that take up time in your day.

Read Psalm 5:1-3

- *According to this passage, how is the psalmist David recommending you begin your day?*
- *What does this tell you about the character and nature of God?*
- The Bible clearly demonstrates how we, as believers, should live.

Read Joshua 1:7,8

- *What is the Lord's message for Joshua? Is it also a message for you?*
- *How can meditating on God's word impact this mission experience?*
- Setting goals is an important part of growing with God.
- *What goals do you have to improve your daily walk with God?*
- *How do you expect this ministry experience to help you grow spiritually?*

Ask the Lord...

Pray that God would light a flame within you to be in His Word. Pray that as you seek Him in the morning that you would find Him faithful. Ask the Lord to show you His desires for your life and specifically for this mission trip. Ask the Lord for a fresh understanding of who you are in Him.

GREAT EXPECTATIONS

Just think about it...God has made preparations, laid out the plans, set events into motion for this mission experience you are about to begin, and He created you for this purpose!

Read Matthew 28:19,20 and Acts 1:8

It says that when you became a Christian, you were given the gift of the Holy Spirit. The Holy Spirit has given you power to be a witness of God...A person who has seen and will see the work of God.

- *Is every Christian a witness?*

Each day while you are on your mission trip you should make time to journal about the day's events – what you saw and experienced, what God is teaching you, how you saw God move, and how you are feeling. Ask God to show you what He is doing and then tell others what He has shown you.

- *Write out your expectations for this mission trip.*
- *What do you hope for?*
- *What do you want?*

At the end of the mission trip, come back to what you wrote and see if God has done more than you asked for or imagined!

Ask the Lord...

Tell God about your expectations. Ask Him to prepare you for all that He has planned. Ask the Lord for opportunities to witness to others about what He is teaching you.

KEEP IT TOGETHER!

When you build a puzzle, each piece has to be in the right spot for the puzzle to work out and the overall picture to be revealed. The members on your team are no different. It is not an accident that you, as a group, will be embarking on this short-term mission experience together. And each one of you is a necessary piece of the puzzle.

- *Read Romans 12:3-8 and 1 Corinthians 12*
- *What does Paul say about the body of Christ?*
- *How does this apply to a short-term missions team?*

Each member of the body of Christ is important. In order for us to impact the kingdom of God, team members need to recognize and use their gifts, as well as appreciate the gifts of other team members. Together, we can make a difference.

4 Personality Types – most people can identify themselves with one or more of the personality types listed below:

Choleric – aggressive leader

- Positives – aggressive, strong, driven
- Negatives – insensitive, annoying, perfectionist, given to anger when things don't go their way
- Biblical example – the apostle Paul

Sanguine – fun, encourager

- Positives – encouraging, loves people, great spokesperson
- Negatives – not detail oriented, undisciplined, impulsive, has trouble with timelines
- Biblical example – the apostle Peter

Melancholic – creative perfectionist

- Positives – attention to detail, creative, exact
- Negatives – moody, angry, sullen, thinks their way is the right way
- Biblical example – Moses

Phlegmatic – friend of everyone

- Positives – calm, cool, loyal, gets along with everyone, even keeled
- Negatives – boring, uninspiring
- Biblical example – Abraham

Which personality type do you most identify with?

- *How can each personality type benefit the team and/or the mission?*
- *What are your strengths and weaknesses and how will they affect your service while on the trip?*
- *What are some of the challenges that your group might experience on the mission field?*
- *How can you, personally, commit to building team unity both before the trip and after?*

If you haven't already done so, prepare your testimony and share it with your team. This will further develop unity and understanding amongst your team and enable you to be more successful on the mission field.

Ask the Lord...

Pray for each member of your team by name. Ask the Lord to knit you together into His body to do His work in unity. Pray that the team might be a living testimony of Christ.

MIRACLES

Technology is a wonderful thing! With the click of a mouse or the push of a few buttons, we can watch movies instantly on our computers and access the internet on our phones. We can post status updates and check on our friends across the street or around the world. In this age of YouTube, Twitter, iPhones, and Skype, communication is something that we've come to expect...something that we take for granted. While God is able to speak and make His message clear in any format, He still likes to communicate the "old fashioned" way. He chooses to speak through people, whether we feel they are qualified or not.

Read Acts 3:1-16

God used three unlikely people to rock an entire community! First, Peter and John were going about their normal routine of visiting the temple for afternoon prayers. Their path led them to a brief encounter with a dirty, crippled beggar. Through the power of the Holy Spirit the crippled man was healed, and suddenly, everyone wanted to listen to his story! God used the beggar to show His power and speak to the people in the community.

Read Acts 4:1-14

Then, in response to the commotion and the miracle that occurred, the Sanhedrin (council of church leaders) took note of Peter and John – untrained, uneducated men in their eyes. Even they could see that they had been with Jesus. (vs. 4:13-14) There was no way to deny it!

Spending time with Jesus will result in life change that others will be able to see. It will give you a story that has to be told. You may not be perfect, but God uses ordinary people to do extraordinary things!

Ask the Lord...

Ask God to do a work in you and through you. Submit yourself to him, and be willing to do whatever it is He leads you to do. Ask Him to empower you with His Holy Spirit, so that you will be equipped and ready.

GIVERS NOT TAKERS

People are more important than things. Eventually things fall apart, rust, break and are thrown away, but people will last forever. What are your best memories? Chances are, your most memorable times probably include people.

Jesus said that it is best when people remember us as “givers” not “takers”. Paul was preparing to leave friends he had made on a short-term mission project. They had become so close that they hugged and cried when Paul had to leave them. While he was with his friends, Paul reminded them that he loved them dearly. He had worked hard to help those in need. Those he helped would remember Paul as a “giver,” not a “taker.”

Read Acts 20:13-38

- *What methods of transportation did Paul use on this mission trip (vs 13-16)?*
- *How did Paul serve the Lord when he was with the Ephesians (vs 19)? What do you think this means?*
- *What was the message Paul gave to both Jews and Greeks (vs 20-21)?*
- *In what ways would the Ephesians remember Paul (vs 32-38)?*
- *How do you want those you are going to serve on this short-term mission to remember you? What about your teammates?*

How does God define a “giver?”

- *Read Mark 10:45 and John 13:2-18*
- *How can you better exhibit a servant’s attitude?*
- *At home? At church? With friends?*
- *What personal attitudes do you need to adjust in order to have a servant’s heart while on this trip?*

Here’s a list of things you can give/ways you can serve: encouragement, thanks, praise, physical help, a listening ear, prayers, gifts, friendship, and much more.

- *List several ways that you can be of service on this trip to:*
 - *Team members*
 - *Hosts*
 - *Missionaries*
 - *Nationals*

Ask the Lord...

Pray that the Lord would enable you to take your eyes off of yourself and truly be a servant to others while on your missions trip. Ask that your heart would be broken for what breaks His. Pray for a spirit of love and compassion for yourself and each member of your team.

CROSS-CULTURAL TRAINING

In preparing for a short-term mission experience, you will need to gain a better understanding of how to communicate cross-culturally in order to be the most effective servants of Jesus Christ on the mission field.

Cultural differences can cause feelings of frustration, confusion, tension and embarrassment if you are not prepared for them.

- The people speak a different language
- They eat different foods
- They wear different clothes
- The sanitation may not be up to North American standards
- Driving can be crazy
- It is a noisy culture

Some of the cultural differences you'll experience in Guatemala are very subtle, but they will impact your time there.

- The people are relational, not task-oriented. They place the relationship with the person over the task that needs to be accomplished.
- This affects punctuality, as building and maintaining relationships will supersede being on time for an event.

Because you are the one visiting their culture, it is your responsibility to adjust and make the necessary changes. It helps to remember that the Guatemalan people desire our friendship first; our help is of secondary importance to them. So, relax and enjoy whatever is happening at the time without worrying about things that cannot be changed.

Read Isaiah 41:9,10 and 1 Corinthians 9:22,23

- *How can we appreciate, rather than be frustrated with, the differences of another culture?*
- *What choices should we make as we experience a new culture?*

If you have not already done so, spend some time researching the country of Guatemala – its history, people, geography, religions, cultures, languages, etc.

Ask the Lord...

Pray that you will emulate openness, trust and acceptance to the Guatemalans. Ask God to give you understanding and compassion for the nationals you will meet. Ask God to help you connect with the people through your smiles and the love of God. Love always transcends cultural differences!

APPENDIX TWO - TESTIMONY PREPARATION

TWO TESTIMONY TYPES

Testimony of God's Reality in Your Daily Life

This is the easiest and perhaps the most common type of testimony given when ministering primarily to Christians. With this type of testimony there are four basic steps. You may be surprised how the Lord will empower you and stretch you the moment you take the step of obediently sharing the truth of His Word.

Four Steps in Giving a Testimony of God's reality in your life:

- Read a Scripture verse that you find to be significant. It may be best to use a verse that God has awakened in your heart during your own personal devotions.
- Explain what the verse means to you. Use terms and explanations that all can relate to. Stay away from "Christian lingo."
- Make a personal application. Tell how the truth of this verse has changed your life, how it has set you free, helped you to forgive, given you boldness and vision, met your needs, etc. Be as personal as possible, because then the people listening will relate to your needs, problems, fears, etc. Let them see your heart. Don't be afraid of becoming emotional. Always be sure to share and highlight the victory you have in Jesus.
- Apply the truth of the verse to those listening. Let them know that God wants to minister to them in the same loving way He has ministered to you. Be direct.
 - *"Just as surely as God helped me, today God wants to give you. . ."*
 - *"Just as Jesus did this for me, today He will: set you free from... help to give you victory in..."*

Sample Outline for Testimony of God's Reality in Your Life:

1. A Scripture verse that speaks to me is:
2. This verse means that:
3. This truth has changed my life in several ways:
4. This verse applies to you (the audience) as well because:
5. I (our team) would like to pray for those of you who need God's touch in this way:

Salvation Testimony

It is important that your testimony is fresh and very vivid in your own mind. For this reason you should choose to give this second kind of testimony only if you have received salvation in the last two or three years.

In a salvation testimony you tell exactly HOW you accepted Christ. Share the circumstances involved that caused you to realize your need for the Savior, and the way you received Him into your life. If those who hear your testimony never see you again, they should always know HOW to accept Christ on their own.

A salvation testimony should show a change of values in YOUR life. While everyone's testimony will be unique and different, there are certain elements that should be included in all.

1. Life before knowing Christ - a brief history and background.
2. Coming to Christ - How did it happen? What did you do?
3. Life after receiving Christ - a life lived for Christ. What does He mean to you? How has your life changed? What Scripture has become especially meaningful for you?

Once you have completed your testimony, submit a copy to your Team Leader.

Sample Outline for Salvation Testimony

1. A beginning, attention-getting sentence:
2. Before I received Christ, I lived and thought this way:
3. How I received Christ:
4. After receiving Christ, these changes took place:
5. Pertinent or favorite verse with which I might close:
6. Be prepared to share a summarized version of your testimony (less than two minutes)