



# Short term and Volunteer Handbook

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## Individuals and Groups

Welcome! Short-term missions is a privilege and a great responsibility. Much time and expense are involved by the receiving mission, the participants and their local churches. Thus, to be good stewards of these God-given resources, the following information should be read carefully and followed.

### *Purpose of United Indian Missions (UIM)*

The purpose of UIM shall be to establish local native Indian, Mexican, and Hispanic churches built on the Scriptures and functioning within their cultural orientation.

### *Objectives of Short-term Mission Experience*

The short-term mission program is designed to accomplish one or more of the following objectives:

1. Provide opportunity to aid missionaries and/or Native/Hispanic leaders in evangelizing the lost and training believers. This may be done through manual work projects, spiritual ministry such as teaching classes, visiting homes, and sharing their faith.
2. Provide first-hand missionary experience that will contribute to the making of a more mature servant of God either in eventual full-time service or as a layman in a local missionary-minded church.
3. Provide opportunity for understanding of another cultural group.

### *Description of Short-Term Missionary*

A person who gives two years or less to a UIM ministry or project. A short-term missionary shall be accepted through the short-term application process by the administration of the division director and field director in which he/she will serve and shall be in agreement with the doctrinal and position statements, constitution, policies, and procedures of the mission. This person will be responsible to the appropriate supervisor who will assign ministry projects and may be required to complete training and attend staff meetings and conferences. After two years of service the short-term missionary will be encouraged, upon recommendation of his/her supervisor, to pursue the indicated requirements and procedures for full-time missionary service.

*UIM's Statement of Faith (Scripture references available upon request)*

1. God is a Person Who has revealed Himself as a Trinity in unity; Father, Son and Holy Spirit – three Persons and yet one God.
2. Jesus Christ is the image of the invisible God, which is to say, He is Himself very God; He took upon Him our nature, being conceived by the Holy Spirit and born of the Virgin Mary; He died upon the cross as a substitutionary sacrifice for the sin of the world; He arose from the dead in the body in which He was crucified; He ascended into Heaven in the body glorified, where He is now, our interceding High Priest; He will come again personally and visibly to set up His Kingdom and to judge the living and the dead.
3. The Holy Spirit is the Third Person of the Holy Trinity and is the active agent in superintending the salvation provided through the atoning work of the Lord Jesus Christ. The Holy Spirit produces the new life through faith in Jesus Christ; He assures the believer of sonship, a mark that can never be erased; He interprets the precious Word to the believer; He guides the believer in the will of God so that the purposes of God's elect may be realized in His elect; He produces the fruit of holiness in the believer's life.
4. Man was created in the image of God but fell into sin and, in that sense, is lost; this is true of all men, and except a man be born again he cannot see the Kingdom of God; salvation is by grace through faith in Christ, Who His own self bare our sins in His own body on the tree; the retribution of the unbelieving and the reward of the righteous are everlasting, and as the reward is conscious, so is the retribution.
5. Because all have sinned and come short of the glory of God, it is necessary that each person receive for himself the salvation offered in the finished work of the Lord Jesus Christ on Calvary. The moment a sinner thus trusts in the Son of God, that moment he is justified in the sight of God. Justifying faith also is evidenced in godliness, and although a believer may fall into occasional sin and lost fellowship with the Lord, yet the general tenor of his life will be one of obedience to the Word.
6. The Bible, including both the Old and New Testaments, is a divine revelation, the original autographs of which were verbally inspired by the Holy Spirit.
7. The Church is an elect company of believers baptized by the Holy Spirit into one body; its mission is to witness concerning its head, Jesus Christ; to preach the Gospel among all nations; the Church will be caught up to meet the Lord in the air prior to the tribulation period and before He appears to set up His Kingdom.

UIM holds the position that the apostolic "sign gifts" ceased with the Apostles. UIM recognizes there are fellow believers who hold to other views on the sign gifts and encourages those who do so to seek service with an agency of that position. It is the desire of UIM through its stated position to maintain unity among its staff and board and to be consistent with the doctrinal position of supporting individuals and churches.

## *Eligibility qualifications*

The applicant shall:

1. Know Jesus Christ as his personal Savior and Lord.
2. Be of a maturity level that will allow him to effectively engage in ministry. Age will vary depending on location and responsibilities.
3. Have the ability and desire to lead others to salvation in Jesus Christ.
4. Give evidence of a separated Christian life, realizing that personal habits and attitudes will be influential.
5. Be in good health, able to do average physical work and eat most foods.
6. Be willing and able to adjust to circumstances.
7. Have a cooperative spirit.
8. Be willing to respect the desires of the resident missionary and/or native leaders in authority regarding conduct and work assignments.
9. Willingly place ministry responsibilities above personal desire for tourist activities.

## *Application procedure*

1. Application should be made as soon as possible, preferably, six months to a year prior to service.
2. Application and reference forms must be completed and returned to the appropriate office.
3. Applicant will be notified of acceptance status as soon as possible after all application requirements are met.

## *Finances*

1. Participants must provide for their transportation costs, any room and board fees, and personal expenses. Contributions from individuals or churches to help defray these costs are tax-deductible. Unspent funds of a student will be sent to his educational institution to be applied to his/her account. If the participant is not a student, the disbursement of any unspent funds will be decided upon by UIM.
2. Expenses involved in medical or disciplinary needs will be paid for by the participant, his parents/guardians or sponsors.
3. The administration can approve a budget up to \$1,000 per month for short-term missionaries to raise. Any additional budget needs will require approval by the Business and Development Board prior to the raising of these funds. UIM will receipt funds for the short-term missionary for travel, ministry, living, and personal expenses after approval by the appropriate supervisor for the term of the assignment. UIM will allow a college student to raise funds for the following year's tuition. The amount needs to be approved by the Business and Development Board and the funds will be transferred to the school and the student will receive the appropriate tax form for this type of income. If a financial budget is not submitted or not approved, the short-term missionary will be responsible to provide his/her travel, ministry, living, and personal expenses.

## *Health and safety*

1. Any special health needs (such as diet, medications, allergies) are to be mentioned to the missionary in charge prior to arrival.
2. The missionary in charge of the short-term experience will arrange for appropriate emergency care.
3. Insurance coverage must be guaranteed by the participant or his family or sponsoring group.

4. If the individual/group does not have insurance coverage, please contact the international Office for information to obtain coverage for the duration of service.

### *Personal needs*

Though needs vary, the following are suggested items to bring:

Toilet articles, soap, towels, wash cloths, bedroll, journal/notebook, pen or pencil, stationery, flashlight, rain coat, Bible, devotional materials, aspirin, lip balm, Murine, insect repellent, sun glasses, sunscreen, bandaids, antibiotic ointment. Optional: camera, musical instrument. Luggage should be suitable for possible rough handling.

Items to leave at home or in the vehicle: CD/tape players, MP3's, radios, portable TV's, (unless used in ministry); pets

### *Standards of dress*

In serving cross-culturally one needs to be particularly careful about appearance and behavior. The following guidelines have been established so as not to offend or hinder the spiritual growth or spiritual well being of the people among whom the missionary labors.

#### 1. Ladies

- Sleeved blouses or loose-fitting T-shirts; casual sleeved dresses or skirts of at least knee length. Extremes in any clothing to be avoided.
- Jeans/slacks, modest, comfortable shorts for manual work and recreation, unless otherwise stated in supplemental material related to a specific location.
- Tennis shoes or other closed-toed shoes for less dressy occasions.
- Casual outfit for less dressy occasions.
- Jacket, sweater, or sweatshirt for cool evenings
- A hat, if desired, for protection from sun.
- Clothing needing little or no ironing.
- Clean, neat, and modest clothing, not tight or of see-through material, modest necklines.
- Modest one-piece swimsuit without high-cut leg openings, or shorts and blouse.
- Inexpensive jewelry, if desired.
- Little makeup depending on location

#### 2. Men

- Sport shirts or T-shirts and slacks. Extremes in any clothing to be avoided.
- Jeans and modest shorts for manual work and recreation, Check with missionary.
- Sneakers or other close-toed shoes for work and recreation.
- Casual outfit and shoes for less dressy occasions.
- Jacket, sweater, or sweatshirt for cool evenings.
- A hat, if desired, for protection from sun.
- Clothing needing little or no ironing.
- Clean, neat, and modest clothing, not tight.
- Modest swim wear; boxer type trunks, shorts or cut-offs.
- No earrings.

### *Standards of conduct*

1. Hair should be kept clean and neat. An easy-to-maintain hairstyle is encouraged. Extreme hair styles, clothing and jewelry identified with secular extremes of the day are not permitted.
2. Body cleanliness is encouraged.
3. Music and speech must unquestionably honor our Lord Jesus Christ. Music offensive to the missionary, pastor, Natives/Hispanics or the group sponsor is not acceptable.
4. Since picture-taking in some cultures can be offensive, the guidelines given by the local missionary should be carefully followed.
5. Mannerisms and lifestyle should be a consistent godly example to the Natives/Hispanics.
6. An attitude of teamwork should be maintained in a cooperative effort to impact the Natives/Hispanics for Christ. A thoughtless action could undo years of progress among the people of the area.
7. When a group of young people work together for a period of time, it is easy to become attracted to one another; therefore, "Hands off" and "No horseplay" policies in guy/girl relationships shall be in effect at all times.
8. Individuals may not leave the group except by permission or assignment and then only in groups of three or more.
9. Guys and girls must carefully avoid actions that may be interpreted as a "come on" or that may cause improper thoughts. Guys and girls must also use discretion in relationships with teammates and Natives/Hispanics of the opposite sex.
10. Possession or use of fireworks, liquor, tobacco, or drugs is not permitted. This will be cause for immediate dismissal.
11. Participants should be friendly and attempt communication with the people. If (as an individual or group) participants are asked by Natives/Hispanics people for help or feel moved to respond in any way to their needs, they must first discuss this with the UIM missionary in charge and follow his counsel.
12. Participants must carefully guard and maintain a daily devotional time.

### *Ministry responsibilities*

Ministry responsibilities will vary depending on location and need. The missionary should be informed of participants' ministry skills and desires. Efforts will be made to provide appropriate opportunities.

### *Accountability and supervision*

1. An individual participant shall be accountable to and under the supervision of a missionary, Natives/Hispanics leader, or the designee.
2. Mixed groups shall have at least one mature man and one mature woman as sponsors to whom they are accountable for behavior and ministry.
3. There shall be a minimum of one sponsor per six young people.
4. The sponsors must maintain good communication with the missionary or pastor before and during the term of service and be accountable to and under their supervision.
5. The missionary or Natives/Hispanics in charge shall be responsible to help the project participants grow spiritually, to inform them about the ministry in that area, and to share the ministries of UIM in general.
6. The project participant is to be willingly available to the missionary or Native/Hispanic leader for whatever assigned ministry is deemed most appropriate.

## *Topics for Training Sessions and Reading*

All short term individuals and groups are encouraged to read about the following topics.

1. Personal and life-style evangelism
2. Ministry of the Holy Spirit through the believer
3. Spiritual warfare
4. Development of spiritual life
5. Handling relationships
6. Survey of missions
7. The indigenous church
8. Considerations in cross-cultural experience, communications, and ministry.
9. Basic first aid
10. Basic skills in various sports and recreation activities
11. Suggested books:
  - a. *Born to Reproduce* by Trotman
  - b. *On the Mission Field* by Melvin Hodges
  - c. *Have We No Rights?* By Mabel Williamson (Moody Press)
  - d. *Hudson Taylor's Spiritual Secret* or other similar books recommended by your pastor.
  - e. A good book from the local library on the people of the region where you will serve.