



# **Volunteer Application Packet**



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## Deciding to Go Checklist

It helps to make a checklist as you are contemplating a short-term mission trip. For some, the trip is a new idea. For others it has been in your mind for years. Whatever your situation, it helps to put your thoughts down on paper. Add your own questions to the categories below; personalize this checklist to help you make your decision.

**What is the Lord saying?**

The most important question comes first. Think back to your first thoughts of this short-term mission trip and the things you have considered since, and ask the Lord to show you His mind on the matter.

**Is the direction I am learning Scripturally supported?**

Test your sense of the Lord's directions against Scripture.

**Would the community of believers that I am involved with be supportive of my decision to go or not to go?**

When you have heard the Lord and tested His personal word to you against the Bible, check it out with people in your community of believers. They may have insight on whether you are making a decision in your own effort based on your emotions of whether it is from God.

**Will my family and friends support me?**

While it is not essential to have their approval, it certainly helps and it is wise to consider their advice and discuss the "whys" of your interest with them. Good communication on your part will strengthen bonds you already have with these important people.

**When is the best time to go?**

You have the right message, but do you have the right time? The two are not always the same.

**How will I pay for it?**

If the Lord wants you to go on this trip, He will help you pay for it. List your possible sources of income and ask the Lord for the game plan.

**Do I have as much information about this trip as possible?**

Talk to someone who has already been there and ask them what the experience was like and what advice they might have.

## Activity and Deadline Schedule

Activity	Where to Submit	Timing	Actual Date Due (Please Fill In)
<b>Volunteer Application</b>	Team Leader or Missions Office	1st Team Meeting	
<b>Deposit - 20% of estimated trip cost</b>	Team Leader or Missions Office	1st Team Meeting	
<b>Release of Liability form</b>	Team Leader or Missions Office	1st Team Meeting	
<b>Release of Rights form</b>	Team Leader or Missions Office	1st Team Meeting	
<b>Team Fund Agreement</b>	Team Leader or Missions Office	1st Team Meeting	
<b>Team Covenant</b>	Team Leader or Missions Office	1st Team Meeting	
<b>TBC Mission Trip and Partnership Participation From</b>	Team Leader or Missions Office	1st Team Meeting	
<b>Short-Term Insurance Cover- age and Beneficiary designation</b>	Team Leader or Missions Office	2nd Team Meeting	
<b>Passport</b>	Team Leader or Missions Office	4th Team Meeting	
<b>Visa application (if required)</b>	Team Leader or Missions Office	4th Team Meeting	
<b>25% of Trip Cost</b>	Team Leader or Missions Office	8-10 weeks before departure	
<b>50% of Trip Cost</b>	Team Leader or Missions Office	By the ticketing date	
<b>Balance of Trip Cost</b>	Team Leader or Missions Office	2 weeks before departure	



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## Team Covenant

We, the members of the short-term missions Team, believing that God has called us together to serve, agree together concerning the following:

**1. Our Mission**

**2. Our Team Objectives**

We believe that we can fulfill this vision through the following commitments to each other:

- A. Teamwork.**
- B. Communication.**
- C. Forgiveness.**
- D. Spiritual Growth.**
  - **Failure - Philippians 3:12-14.**
  - **Perseverance - I Corinthians 9:24-27.**

**3. Our Team Structure**

We believe that the following structural elements will enable us to carry out our Team objectives:

- A. Team Meetings.**
- B. Personal Quiet Times.**
- C. Affirmation.**
- D. Ministry Opportunities.**
- E. Work.**
- F. Prayer.**
- G. Leadership.**

**4. Evaluation and Accountability**

We shall hold each other on the Team accountable to this covenant, and we shall measure our success in keeping this covenant by

- A. Correcting each other according to Biblical and covenant principles.**
- B. Responding without defensiveness when we are corrected.**
- C. Meeting as a Team within one month after we return home.**

As a member of the Team, I commit myself to abide by this covenant to the best of my God-given ability.

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Team Member Signature

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Date

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## Release of Liability

In signing this form, I \_\_\_\_\_, agree not to hold Tabernacle Baptist Church, its officers, employees or other agents liable for any injury, loss, damage, or accident that I might encounter while on one of their mission trips.

I realize and acknowledge that my participation on a mission trip to a foreign country includes many risks and possible dangers. I am well aware that my travel to such a foreign country exposes me to such risks as accidents, disease, war, political unrest, injury from construction projects and other calamities.

I hereby assume any such risks that might result from my travel to a foreign country, and I unconditionally agree to hold Tabernacle Baptist Church, to its officers, employees or other agents blameless for any liability concerning my personal health and well being, or any liability for my personal property that might be lost, damaged, or stolen while on a mission trip.

I have carefully read the foregoing and I understand that my signature herein holds Tabernacle Baptist Church, its officers, employees or other agents harmless for any liability for injury, damage, loss, accident, delay or irregularity in schedule.

Signed \_\_\_\_\_ and dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Witnessed by: \_\_\_\_\_

Witnessed by: \_\_\_\_\_

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Parent Signature if the volunteer is under 18 years of age

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## Immunization Requirements

### Trip Requirements

◆ Place of Destination: \_\_\_\_\_

◆ Required Immunizations: \_\_\_\_\_

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Immunization	Date Recieved

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## TBC Mission Team Leader Evaluation of Team Member

Mission Team:	Team Leader:	Team Member:
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**Please circle the appropriate numerical response and provide additional comments on your response.**

A rating of a 5 indicates excellent performance, a 4 is above average performance, a 3 is satisfactory performance,  
a 2 is improvement in performance is needed, a 1 is unacceptable performance

1. Completion of Assignments 1   2   3   4   5  
Comments:

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2. Submission to Authority 1   2   3   4   5  
Comments:

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3. Servant's Heart 1   2   3   4   5  
Comments:

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4. Team Player 1   2   3   4   5  
Comments:

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5. Enthusiasm - Circle One: Higher than Most Equal to Most Lower than Most  
Comments:

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6. Spiritual Maturity - Circle One: Higher than Most Equal to Most Lower than Most  
Comments:

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7. Recommended for Future Teams? - Circle One: Yes No  
Comments:

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8. Recommended for Team Leadership? - Circle One: Yes No  
Comments:

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9. What additional comments would you like to provide?

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## TBC Mission Team Member Evaluation of the Mission Trip

Mission Team:	Team Leader:	Team Member:
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**PREPARATION**

1. How effective were the Team Meetings in preparing you for the trip? Not Effective Extremely Effective

1	2	3	4	5	6	7
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Comments: \_\_\_\_\_

2. Assess your Team's ability to raise funds. Unable to Raise Funds Raised all Funds

1	2	3	4	5	6	7
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Comments: \_\_\_\_\_

3. How supportive was the Missions Office? No Support Tremendous Support

1	2	3	4	5	6	7
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Comments: \_\_\_\_\_

4. How supportive was the Church overall of your Mission Trip? Don't Understand Clearly Understand

1	2	3	4	5	6	7
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Comments: \_\_\_\_\_

5. Rate your knowledge/understanding of the Mission policies and procedures. No Support Tremendous Support

1	2	3	4	5	6	7
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Comments: \_\_\_\_\_

**MISSION TRIP**

1. What were the goals of the Mission Trip?

\_\_\_\_\_

\_\_\_\_\_

2. Were the goals achieved? Please describe.

\_\_\_\_\_

\_\_\_\_\_

3. How effective was the Team Leader in leading the Team? Not Effective Extremely Effective

1	2	3	4	5	6	7
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Comments: \_\_\_\_\_

4. Assess your Team's teamwork: bonding, ability to work together. Lack of Teamwork Strong Teamwork

1	2	3	4	5	6	7
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Comments: \_\_\_\_\_

5. How many people were on the Team? \_\_\_\_\_ Was this the "right" number? \_\_\_\_\_ Please explain.

\_\_\_\_\_

\_\_\_\_\_

**REFLECTIONS**

1. How did the trip affect your personal relationship and walk with Christ?

\_\_\_\_\_

\_\_\_\_\_

2. Are you likely to participate in a future mission trip to the same country? Why or why not?

\_\_\_\_\_

\_\_\_\_\_

3. What 1 or 2 changes would have made the Trip more effective/satisfying/successful?

\_\_\_\_\_

\_\_\_\_\_

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## TBC Mission Trip and Partnership Participation

I, \_\_\_\_\_, a mission volunteer to

\_\_\_\_\_ on the following dates \_\_\_\_\_,

understand that I am expected to raise 100% of the financial needs of the mission trip.

However, I will be eligible to receive a partnership contribution from Tabernacle Baptist

Church if I meet the following requirements.

- ◆ A born again believer in Jesus Christ
- ◆ A member of Tabernacle Baptist Church for at least 3 months\*
- ◆ Tithe at least 10 % of my gross annual income to Tabernacle Baptist Church.
- ◆ Sunday School attendance (serving in ministries such as Greeter, TBC Ministry Volunteer, Shuttle Bus Driver, Children's Sunday School Teacher/Helper also counts toward meeting this requirement) of at least 50% for at least 3 months

The amount of the partnership contribution will be determined annually based upon the approved Church budget. If I have extenuating circumstances, they have been noted on my Application and discussed with my Team Leader, who will notify the Missions Office, as appropriate.

\*Team Members may consist of individuals who are members of other like-faith churches. In that situation, a letter from the pastor of that church is needed in order to confirm the same requirements of TBC members. These Team Members are expected to pay the total cost of the mission trip without financial assistance from Tabernacle Baptist Church.

By signing below, I attest that I meet all of the above requirements.

\_\_\_\_\_  
Team Member Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Team Leader Signature

\_\_\_\_\_  
Date

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## Team Fund Agreement

I, \_\_\_\_\_, a mission volunteer to

\_\_\_\_\_ on the following dates \_\_\_\_\_,

Agree that funds raised for my trip over the total individual trip cost will be placed in the Team Fund, which will be applied toward the total Team balance.

Sincerely,

\_\_\_\_\_  
Team Member Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature for Team Members under 18 years of age

\_\_\_\_\_  
Date

\_\_\_\_\_  
Team Leader Signature

\_\_\_\_\_  
Date

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## Release of Rights

We live in a world that is full of rights. Our particular culture is one where we take pride in our rights. The rights of individuals are constitutional; however, as we see the demanding of individual rights increase, we see more of the moral fiber of our society decrease. Our Lord Jesus Christ laid down His rights to the heavens and all His glory to become a man and to serve, not to be served. (Philippians 2:5-11; Mark 10:45).

Consider laying down your rights on this mission trip, not to lay them down for better or worse, but to entrust them to the Lord and transfer the responsibility of them to a place of safekeeping. These rights may seem reasonable but could still cause dissension on the short-term mission trip. Take time to search your heart and willingly surrender your rights to the Lord.

### I Give Up My Right To:

- ◆ A comfortable bed
- ◆ Three meals a day
- ◆ Familiar food
- ◆ Dressing fashionably
- ◆ Seeing results
- ◆ Control of myself
- ◆ Control of others
- ◆ Making decisions
- ◆ Taking up offense
- ◆ Being successful
- ◆ Being understood
- ◆ Being right
- ◆ Pleasant circumstances
- ◆ Control of circumstances

### I Entrust to God:

- ◆ My strength and endurance
- ◆ My health and strength
- ◆ My likes and dislikes of food
- ◆ My security in Him
- ◆ His purpose and fruit in timing
- ◆ My need for His Spirit's control
- ◆ His workmanship in others
- ◆ His sovereign hand on my life
- ◆ My security in His love
- ◆ My reputation
- ◆ My need for recognition
- ◆ My need for His righteousness
- ◆ The privilege of suffering for His sake
- ◆ My circumstances to His purposes in making me Christ-like

I give God permission to do anything He wished to me, with me, in me, or through me that would glorify Him.

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Team Member Signature

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Date