

August 17, 2015

Dear Potential Mission Team Leader,

Thank you for considering Hannah's Hope Children's Home as a mission opportunity for your team. Hannah's Hope relies on the support of great mission teams to help accomplish its goal of raising our children to be Christian adults. We appreciate your willingness to partner in this ministry and we realize the commitment and sacrifice your team will put forth to be a part.

Hannah's Hope is looking for teams whose focus is on serving, who love children, and who are eager to become involved in growing this mission work in Cambodia. Our goal is to match the prospective mission teams with the needs of Hannah's Hope during each year of its growth, and to build a relationship that will extend beyond the short term mission experience.

Each team will identify one adult team leader who will be ultimately responsible for the team while they are in Cambodia, as well as for all communication and coordination during the pre-planning phase of the trip.

While the schedule and/or needs of Hannah's Hope may not be able to accommodate all application requests, your interest in the home and desire to serve the children is greatly appreciated. Our role is to serve as a resource for team leaders-to be your consultants and liaison to the home. If you have any questions, please feel free to contact us.

Sincerely,
Danielle Welborn
Mission Team Coordinators for Hannah's Hope
tlewis@hannahshopechildrenhome.org or welborn_brad@comcast.net

Hannah's Hope Inc.
P.O. Box 351
Livingston, TX 77351
936-327-7273

Hannah's Hope Mission Team Goals & Responsibilities

Hannah's Hope provides a Christian home to promote the physical, emotional, spiritual well-being of abandoned and orphaned children in Cambodia. Furthermore, the goal is to develop these children into Christian adults who will contribute to their communities and become leaders where they reside.

Goals for the Mission Teams:

- ✓ To aid the spiritual development of the children at Hannah's Hope, and to build personal, Christian mentoring relationships with them.
- ✓ To assist with the construction and maintenance of the Hannah's Hope properties.
- ✓ To support and encourage the work of the local churches of Christ.
- ✓ To be an example of Christian service to the local community by assisting in the development of Hannah's Hope, as well as by serving others in need.

Standards for Mission Teams:

- ✓ The Team should understand that this is a Christian service trip. The guiding principle should be, "What can we do to serve the home?"
- ✓ The Team is expected to behave, speak and dress in a Christian manner, being positive role models for the children, and following the rules of Hannah's Hope.
- ✓ The Team should support the Biblical principles generally held by congregations that are in fellowship with the churches of Christ. During times of direct fellowship with Christians in Cambodia, and while at the Hannah's Hope facilities, the doctrinal standards will be those practiced by the local Cambodian congregation and held as true by the local leadership.
- ✓ The Team will manage all of their own planning for personal activities, travel arrangements (air, hotel, and food), and immigration documentation according to both Cambodian and US laws.

Types of Mission Teams

- ✓ **Family Teams with Mixed Age Groups:** Family groups with members of all ages.
- ✓ **Adult Teams:** Young Married couples, Singles Classes, Ladies' or Men Groups, Seniors/Retirees, etc.
- ✓ **Christian University Teams:** Students from Christian universities at all levels. University teams must have an adult faculty or staff member as their team leader.
- ✓ **Christian Teen Youth Teams (churches, schools, etc.):** Teens in grades 9-12 (younger students with parent in attendance). A minimum of one adult for every 8 minor students (under the legal age of 18) is necessary. Adults should be active members of the mission team – leading, directing, mentoring, and closely monitoring the activities of the teen participants (classes and work/service projects) in order to ensure a successful trip.
- ✓ **Specialty Teams:** "Non-traditional" teams... Some examples:
 - Father/son or Mother/daughter team
 - Senior Citizens/Grandparent teams
 - Educators team (Specialty subjects, ESL, Computer skills)
 - Church leaders/ministers team
 - Sponsor families/Interested sponsor and families team
 - Medical teams

Types of Mission Visits

- ✓ **Nine Day Trip:** Typically nine days (inclusive of travel): Group activities usually center around three basic areas: Children activities, Hannah's Hope work projects and Medical missions. Children activities might include instructional classes such as computer training, devotional activities, as well as social activities. Hannah's Hope work projects are based on current needs and range from general cleaning and yard maintenance to house painting or minor construction projects. Medical Missions include medical, vision and dentistry. In all cases, it is our desire to work with the individual groups to identify the areas that best fit their talents and passions and develop an itinerary that maximizes those strengths.

- ✓ **Seven Day Trip (inclusive of travel):** Recommended for those groups for whom a shorter visit is more desirable or for those wanting to explore the mission for a possible future visit for their team.
- ✓ **Observation/exploration visits:** Specifically for those who want to find out if Hannah's Hope Children Home fits their mission goals. Groups would typically include mission committee members, elders, ministers, etc. The group would observe Hannah's Hope in action. The group would return home with enough background to evaluate their desire to become involved with Hannah's Hope.
- ✓ **Extended Stay Visit:** For those individuals wanting to spend 1 month to up to two years volunteering. Types of activities might include: helping with the care of the children and facility, training staff on sanitation, nutrition and infants & young children development, and onsite nursing or medical care.

Group Leader

A leader who personally accepts the challenge of being accepts final responsibility for the details.

- ✓ To ensure preparation with the Hannah's Hope staff, the leader should:
 - Understand and be willing to adhere to Hannah's Hope pre-planning timetable and requests, including requests for project funds and itinerary scheduling details with Mission Team Coordinator.
 - Evaluate the team's strengths, skills, and passions and consider these in planning team activities.
 - Channel all communications regarding team planning through the Mission Team Coordinator.
- ✓ To ensure preparation of the team, the leader should:
 - Administer to needs patiently
 - Cast a vision with clarity
 - Challenge spiritually
 - Encourage, poke and prod happily
 - Guide wisely
 - Lead boldly
 - Organize thoroughly
 - Pray continually
 - Protect fiercely
 - Serve humbly
 - Train effectively

Teachers:

Teachers should be adults with successful teaching experience.

- ✓ Duties/responsibilities include:
 - Train and direct the teaching team(s).
 - Oversee the preparation of materials and activities that support the curriculum and insure that they are age appropriate.
 - Work with the translator(s) to coordinate the presentation of the lessons, and activity instructions.

Please complete the application form on the next page.

HANNAH'S HOPE CHILDREN HOME MISSION TRIP APPLICATION

Congregation or Organization Information:

Name: _____

Address: _____

Phone: _____ Email: _____

Mission Team Leaders Information (person for main contact):

Name: _____

Phone: _____ Email: _____

Address: _____

Leadership Role in Organization: _____

Other Members of the Team:

Number of team visitors expected: _____

Explain the type of mission trip you would like to participate in (Observation/exploration Visit, Work/Service Projects, Medical Mission, Extended Stay, children Activities, or Staff training):

Dates you would like to travel (please give three dates if possible, list in order of preference):

1. _____

2. _____

3. _____

Length of time you wish to visit: _____

Return this application to:

tlewis@hannahshopechildrenhome.org or welborn_brad@comcast.net

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Rules and Regulations for Volunteers at Hannah’s Hope Children’s Home

1. Before being considered to work at Hannah’s Hope Children’s Home the following must be submitted for approval:

a. Police report from your country of citizenship and country of residence.

Note: In most cases this is the same country.

b. Signed Child Protection Policy Code of Conduct.

c. Copy of passport and Cambodian visa.

2. All volunteers must sign in and sign out every time you enter or leave Hannah’s Hope’s premises.

3. All volunteers must wear a visitor’s badge at all times during volunteer hours.

4. Volunteer hours are between 8:00 AM and 5:00 PM, Sunday – Saturday. Sunday hours at Hannah’s Hope are limited to the time the children are not attending Church.

5. No child may leave the premises of Hannah’s Hope with any volunteer at any time. An exception is when going on a Hannah’s Hope organized trip and the children are accompanied by Hannah’s Hope staff.

6. All building projects in Hannah’s Hope’s residence must be approved by the board of directors of Hannah’s Hope. Projects in the area surrounding the residence may be approved locally if minor in nature and doesn’t adversely affect the overall configuration of the property, I.E. garden, moving buildings housing animals, etc.

7. Volunteers must respect all staff of Hannah’s Hope.

8. School drop-off and pick-ups are done by staff only.

9. Volunteers are not allowed in any room with the children unless supervised by a Hannah’s Hope staff.

10. Hannah’s Hope has the right to terminate a volunteer’s access to the property for any violation of the above rules. In addition, conduct in contravention of the laws to the country of Cambodia will be reported.

I, _____(print name), agree to the terms enumerated above.

(Signature)

(Date)