

The Mission Society



# Team Peru

Short Term Mission  
Team Leader Packet



**The Mission** Society

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[www.themissionsociety.org](http://www.themissionsociety.org)



*Fraternidad Misionera*

Jr. San José 454  
San Carlos, Huancayo  
Perú



March 8, 2011

Dear Team Leader,

We have been praying for you and will continue to do so until you complete your mission and return safely home. We are so glad that you have chosen to bring a team here to Peru to serve Christ and spread the gospel alongside us.

We want to make the preparations and planning for your trip as simple as possible. Through the team member packet we hope to answer many questions and inform the team members of expectations and opportunities. It is incumbent upon you as the team leader to help train and instill the importance of God's work through you and your team.

Please read through this packet carefully as it has the necessary timelines for us to assist you in making your mission trip successful not only for you, but also for your team and those that they will be serving. Some of your information is very time sensitive in that we need to make reservations necessary for your team's in-country travel and procure any materials that may be necessary for your team. If you have any questions, please do not hesitate to contact us by email ([billy@drumsforchrist.org](mailto:billy@drumsforchrist.org)). We will be glad to help you in any way possible.

Your brothers and sisters in Christ,

Billy and Laurie Drum

# Fees

## Costs for Peru mission teams

1. Fees for short term teams vary with size, ministry, length, and location, therefore a budget will be developed for food, lodging and in country travel.
2. Materials fees for projects and/or medicines for medical campaigns.
3. Out-of-Pocket Expenses for meals in Lima, tours, gifts and souvenirs (not covered in the original fees).
4. Roundtrip Air Travel that you arrange with travel agent, cost will vary. (not covered in the original fees).
5. Travel Insurance (not covered in the original fees).
6. Exit taxes of \$30 per person. (not covered in the original fees).

### *What do the fees cover?*

Mission Society led location-specific training and materials, on-field setup costs, on-field leadership, pre-field and post-field mailings, on-field accommodations, on-field meals, safe drinking water, ground transportation, construction materials, gifts and offerings, translators, support staff and administrative costs. Please note that meals in Lima upon arrival and before departure are generally not covered in the original fees. These meals will be at the expense of the short term team member.

### **Deposits:**

**Beginning in 2012** we are requiring each team to give a non-refundable deposit of \$100/per person to hold a date in our Short Term Team Calendar. Your team is NOT scheduled on the Peru Short Term Team Calendar until this deposit has been received. Should your team cancel, this deposit will default to the Mission Account in Peru for ministry activities.

A team deposit of 50% of the team budget is due 75 days before your arrival date. The remainder of the balance must be paid made at least 30 days in advance of your arrival date.

### **Important Travel Notes:**

Please contact the Peru team as soon as you get your air travel arrangements. When planning your air travel, remember that all team members must arrive at the mission destination at the same time and depart at the same time. No exceptions. The Lima airport is quite far from where the teams stay, and we can not ask our Field Facilitators to make multiple trips to the airport, or to wait hours for all members to arrive.

### **Change and Cancellation Policy:**

Changes in participants, either additions or reductions can be made up to 60 days in advance of the teams projected arrival. No changes, either additions or reductions will be allowed after this point, and any fee paid will be forfeited.

Involvement expense is based on estimated cost projections, and may be subject to increase. All applications and contributions are nontransferable. In the event of political unrest or natural disaster, The Mission Society reserves the right to cancel the trip or to relocate the work to another location in Peru. In the event the trip is cancelled for any reason, team members will be offered another mission experience at a similar expense.

## **Training**

### **Training**

Probably the most important yet most overlooked aspect of short term missions is team training before going to the mission field. We have found that a well prepared team is more effective in their work, as well as being a better witness for Christ to the people that they are serving. Training should include spiritual preparation, prayer, cultural education and sensitivity, preparing and sharing your personal testimony, team building, and devotionals.

The Mission Society Peru Team has developed a 5 week mandatory training that covers cultural education and sensitivity, spiritual preparation, prayer, preparing and sharing your testimony and devotionals. This course does not address team building and therefore should be handled by each team individually. The training module is located online at [www.perustraining.weebly.com](http://www.perustraining.weebly.com) . The module contains online reading, video and audio clips, devotionals, and weekly study guides. It also includes links and downloadable lessons for Kid's Clubs. **This training is mandatory for all teams serving in Peru.**

The Mission Society can provide additional training through our Equipping Short-Term Mission Leaders Workshop. Please visit <http://www.themissionsociety.org/go/equipping> for more information. There are also a number of books available that we can suggest for your team to read and study before coming to Peru.

## Contacts

Arthur and Mary Alice Ivey  
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Huancayo, Perú  
Email: [acivey@mindspring.com](mailto:acivey@mindspring.com)  
Website: [www.iveymission.org](http://www.iveymission.org)  
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979.985.5268 *(USA Number rings in Peru)*

Ash and Audra McEuen  
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The American Embassy – Peru  
Avenida La Encalada cdra. 17 s/n  
Surco, Lima 33, Peru  
Telephone: (51-1)434-3000  
Fax: (51-1)618-2397  
<http://lima.usembassy.gov>

## Peru Short-Term Mission Project Timeline

Time to Submit before Trip Date	Item to Submit	Submitted
<b>Upon agreement to participate</b>	<b>Non-refundable deposit of \$100/participant to hold a date in the Short Term Team Calendar. (2012 Teams)</b>	
<b>Upon agreement to participate</b>	<b>Team Leader Agreement</b>	
<b>75 days</b>	<b>Team Member Roster</b>	
<b>75 days</b>	<b>Roommate List</b>	
<b>75 days</b>	<b>50% Deposit / Team Member Fees</b>	
<b>60 days</b>	<b>Travel Itinerary of Group</b>	
<b>60 days</b>	<b>Short-Term Mission Team Member Registration &amp; Liability Release Form</b>	
<b>60 days</b>	<b>Individual Health Information (<i>Spanish and English</i>)</b>	
<b>30 days</b>	<b>Remainder of Team Member Fees</b>	
<b>Team Leader keeps on file and brings to Peru</b>	<b>Consent for Medical Treatment (<i>Spanish and English</i>)</b>	
<b>Team Leader keeps on file and brings to Peru</b>	<b>Parental Consent Form (<i>Spanish and English</i>) (for Team Members that are Minors)</b>	
<b>Team Leader keeps on file and brings to Peru</b>	<b>Team Member Expectation Sheet</b>	
<b>Team Leader keeps on file and brings to Peru</b>	<b>Copies of participant's passports</b>	
<b>Team Leader keeps on file and brings to Peru</b>	<b>Peru Field Policy on Romantic Relationships</b>	
<b>Medical Teams</b>		
<b>90 days</b>	<b>Medicine Order Form</b>	
<b>75 days</b>	<b>Payment for Medicines</b>	
<b>Evangelism or Other Teaching Teams</b>		
<b>75 days</b>	<b>Develop Materials (<i>Submit to Peru Missionaries for approval and translation</i>)</b>	





## Peru Short-Term Mission Team Travel Itinerary

**(This form must be submitted no later than 60 days in advance of your planned mission trip)**

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*(Enter Team Name and Destination here)*

Departure City: \_\_\_\_\_

Airline: \_\_\_\_\_

Date of Departure: \_\_\_\_\_

Time of Departure: \_\_\_\_\_

Flight Number: \_\_\_\_\_

Arrival Date (Lima): \_\_\_\_\_

Arrival Time (Lima): \_\_\_\_\_

### Departure from Peru

Airline: \_\_\_\_\_

Time of Departure: \_\_\_\_\_

Flight Number: \_\_\_\_\_

Destination City: \_\_\_\_\_

Arrival Date (USA): \_\_\_\_\_

Arrival Time (USA): \_\_\_\_\_

\*Please note on separate sheets any other Airlines/times should members of your team be traveling from different locations.

# Peru Short Term Mission Team Room Roster

**(This form must be submitted no later than 75 days in advance of your planned mission trip)**

Room 1	Room 2	Room 3	Room 4

Room 5	Room 6	Room 7	Room 8

Room 9	Room 10	Room 11	Room 12