

# Missions Ministries

## Team Leader Guide



Thank you for your willingness to lead a short-term missionary team with Missions Ministries. Our mission is to transform lives and communities through short term mission teams — meeting spiritual needs, providing medical care, building homes and community infrastructure, and expanding educational opportunities for children.

### The Team

- No special skills needed
- Teams may range between 11-42 people
- Children ages 6 and older are welcome
- >25 — consider dividing into 2 groups and building 2 houses for best experience!

*Note: All teams, regardless of size, will be charged a minimum for food and lodging for 11 people*

### Costs

\$9500 — COST OF A HOUSE  
+ FOOD AND LODGING/PERSON  
+ OPTIONAL ADD-ONS  
+ APPLICABLE BORDER TAX

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TOTAL TRIP COST

The base cost to provide a new home to a family is **\$9500\*\***. This includes all construction materials and construction staffing.

### Food and lodging for four-day mission trip

3 nights lodging | 8 meals | bottled water

Prices per person\*

Adult (18+) — \$215 plus \$35 registration fee  
Youth (13-17) — \$155  
Children 12 and under — \$130

\* Personal costs will be paid at the time of registering for a trip through our online registration system

\*\* The \$9500 per house construction costs are due 30 days prior to the trip. A \$500 deposit that is due at the time dates are reserved.

### Optional add-ons

**Metal roof** — \$350 — Provide a metal roof instead of an asphalt roof. The asphalt roof lasts 8-10 years. A metal roof lasts 30-40 years.

**Interior paint** — \$150/house — *Note: Fills 1st afternoon, or simply leave paint with family.*

**Beds** — Provide locally-made beds to the family  
Double — \$240 | Single — \$220 | Bunk bed — \$495

**Water filter** — \$30

**Cistern** — \$200 — A cistern is a plastic, sealable, 290 gal. water tank that families use to hold their water, which is delivered by truck

### Used appliances

**Refrigerator** — \$400 | **Stove** — \$400

**Food outreach** — \$350 — Provide approximately 100-150 people from the community a meal at a local church. This outreach is often combined with children's crafts and activities. Missions Ministries will provide the food.

**Prayer walk** — \$30/interpreter — Get to know some of the specific needs of people in the community and join with them in prayer

**Family visits** — Returning teams may visit families that they have built for previously

**Family reunions** — Missions Ministries will invite families that a team has built for previously to a dessert night or evening meal at the team center. *Cost dependent on meal selection and number of guests.* This requires advanced planning; please contact [toni@missionsministries.org](mailto:toni@missionsministries.org) for more info.

## Passports

International law requires that every team member must have a valid passport. Please check with the U.S. Department of State for up-to-date passport requirements. [www.travel.state.gov](http://www.travel.state.gov)

Mexican law requires that any non-Mexican citizen under the age of 18 entering or departing Mexico must carry notarized written permission from any parent or guardian not traveling with the child. This permission must include the name of the parent, the name of the child, the name of anyone traveling with the child, and the notarized signature(s) of the absent parent(s.) A sample form can be found on our website <http://missionsministries.org/team-info>

## Fundraising

The team will be responsible for funding all costs of the trip. All donation checks should be made payable to Missions Ministries. The team leader should collect all check and cash donations, complete the deposit form, and mail to Missions Ministries.

Send supporters to [www.missionsministries.org/support-a-mission-team](http://www.missionsministries.org/support-a-mission-team) to donate online.

A cost worksheet tracking all trip expenses and donations will be kept by Missions Ministries and shared with the team leader.

## Team Center

- A safe, secure home base where teams eat, play and sleep
- Includes playground, basketball court, four-square court, pavilion, dining room, medical clinic and a ministry store
- All food, water, and ice served in the team center dining room are safe
- Surrounded by 10-foot walls with on-duty guards

**15 comfortable rooms** are available for team use. Each room **sleeps 5** and contains the following:

- 2 sets of bunk beds with a queen bed on the bottom of one bunk
- Private bath with shower
- Air conditioning and heat
- Towels, linens and blankets
- Alarm clock
- Dresser
- Soap and shampoo

*Alcohol and illicit drug use is prohibited at anytime and anywhere during your mission trip.*

## What to Pack

- Casual clothes for after jobsite
- Church clothes for service
- Work clothes for paint/tar
- Sunscreen
- Cash for offering or store items
- PASSPORT

*Note: Please be respectful in your choice of attire*

## Tools

*Each person should have the following:*

- 1 — Nail apron
- 1 — 2" or 3" paint brush
- 1 — 9" Paint roller cover
- 1 — Small trim pan and small trim brush

*Note: Double paint supplies if painting interior*

**Hammers, paint roller frame, and pans to be provided by Missions Ministries**

## Leadership Roles

**Devotional leader(s)** — Prepare and lead morning devotions for team

**Outreach leader(s)** — Plans the crafts and activities for any outreaches the team chooses

**Water Captain** — Loads water for each outing. Cooler and water provided.

## Schedule

**DAY 1** Please understand that every team is a little different and the following scenarios may vary.

### **DRIVERS**

- Meet at the Harvest Christian Center in El Paso, Texas **by 2:00 p.m.**
- Load belongings into Missions Ministries vehicles
- Leave personal vehicles in parking lot

### **FLYERS**

- Arrive between **12:00 and 2:00 p.m.**
- Missions Ministries will pick up team in front of baggage claim area
- Plan to **depart El Paso after 12 p.m.**

**Harvest Christian Center, 1345 New Harvest Place, El Paso, TX 79912**

### **WAL-MART, BORDER CROSSING, EVENING**

- After all team members have arrived, the team will be taken to Wal-Mart for any extra supplies or donations
- Head to border together in Missions Ministries vehicles
- Arrive at team center, unload trailer, eat dinner, tour of facility, etc.

### **BORDER TAXES**

- Mexico can charge 16% tax on any items that are not personal.
- Normally ranges from \$100 to \$200
- Missions Ministries will pay the tax at the border then reconcile with team finances after the trip

### **DAY 2:**

7:00 Devotions  
7:30 Breakfast  
8:15 Load for jobsite

1:00 Return for lunch  
2:00 Begin 1st afternoon activities  
6:00 Dinner

### **DAY 3:**

7:00 Devotions  
7:30 Breakfast  
8:15 Load for jobsite  
11:30 Dedication — *a special moment when the family receives the keys to their new home!*

1:00 Return for lunch  
2:00 Begin 2nd afternoon activities  
6:00 Dinner  
7:00 Church — *service at the sponsoring pastor's church. Offering optional, but appreciated*

### **DAY 4:**

7:00 Devotions  
7:30 Breakfast  
8:10 Group photo  
8:20 Head to border  
9-10 Arrive at vehicles  
10-11 Arrive at airport

## **Contacts**

Phone numbers in case someone in the U.S. needs to reach someone during your trip.  
In case of emergency in transit, contact your team leader or Bill Orange.

### **Mexico**

*Bill Orange* — (720) 220-9864  
*Colton Morrison* — (870) 299-1209  
*Sarah Morrison* — (870) 904-0955  
Team Center — 011-52-656-559-6364

### **Denver**

Adrian Waller — (303) 895-1837  
Toni Chalmers — (303) 378-8721

Missions Ministries  
9457 S. University Blvd. #518  
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(303) 771-3789  
[www.missionsministries.org](http://www.missionsministries.org)

**Our teams build more than structures. We build communities, relationships, faith and hope.**

**“Therefore, my dear brothers and sisters, stand firm. Let nothing move you.  
Always give yourselves fully to the work of the Lord, because you know that  
your labor in the Lord is not in vain.”**

**1 Corinthians 15:58**