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***Leading a World Missions Church* Seminar**

**Revised July 2013**

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CURRENT CHALLENGES & TRENDS IN MISSIONS

***Leading a World Missions Church* Seminar**

The Population Challenge

One of the greatest challenges in missions today is the tremendous growth in **world population**, which is expected to surpass 7 billion in 2011. The world population is made up of over 16 thousand different people groups. More than 6,600 of these people groups are unreached, representing more than 2.8 billion people with little or no chance to hear the gospel in their lifetime–that’s 2 out of every 5 people. As the world population increases, the number of people being reached with the gospel has not increased. The spread of the gospel is not keeping up with the growth in population.

Another problem facing population is the increasing violence in our world today. Across the globe there are 50 ongoing wars, 50 million people uprooted from their homelands, 1 billion people living without any basic social services, and continued threats of terrorism and persecution. Although humanitarian, medical, and sanitation efforts are helping to provide these people with a higher life expectancy, and therefore a greater possibility to be reached with the gospel, this violence is partially offsetting those gains.

The Theological Challenges In The Church

The church itself faces a **theological challenge** hindering it from the task of world evangelism. Post Modernism has affected the church, as well as the seeker movement and the emergent church. If churches are being led away by false doctrine, they will no longer be able to share the gospel with the unreached, or even see a need to. Other ideas prevalent in our society are also threatening to creep into churches. Humanism, evolution, corruption, unbridled consumption, and ethical deterioration (in issues such as abortion and euthanasia) prohibit churches from carrying out the Great Commission.

*[For more information on the theological challenges, see DVD sessions 2 and 3.]*

Shifting Trend of Length of Service

In addition to the challenges facing the world and the church, there are also challenges due to changing trends in missions. However, not all of the trends in missions are negative; some are positive and we should be encouraged to keep moving in those directions.

One current trend is that the length of missionary service has shifted from career missions to short term missions trips. Currently, there are about 43,000 North American **long term** missionaries (those whose length of service is more than 4 years), and this number is growing modestly. There are also about 8,000 North American **middle term** missionaries (those whose length of service is from 1 to 4 years), but this number may be in decline. The number of **short term** missionaries, those who serve from 2 weeks up to 1 year, is 150,000, and this number continues to grow strongly. In addition, the best estimate of the number of American **mission trip participants**, (those whose length of service is less than 2 weeks), is 1.5 million.

What does this tell us? First, it demonstrates that churches and mission agencies have responded–and continue to respond–to the explosion in short term missions. Second, these numbers have greatly changed throughout the years. In the past, most missionaries went overseas for a career. Then, most went for a few years. Now, most go only for a few days. Third, although it is true that over 90% of those entering long term career missions have previously been on short term missions trips, the inverse is not true: the strong growth we see in short term missions has not produced strong growth in long term missions. In other words, the explosive growth in short term mission trips has not produced more people to participate in long term missions.1

Could it be that as more people are going on short term missions trips, some of these people are using them as replacements for their responsibility to missions? However, it is important to remember that short term trips can be very beneficial if they are taken with the right motivation [*see Chapter 7 regarding Short Term Missions Trips]*.

Beyond short term missions, another trend is that the average term of service is only 4 years. After that, the missionary moves out and goes on to do something else. We need to encourage missionaries to **stay on the field**. In the first few years, there is a great amount of time, energy, and money invested into learning the language and culture. In order for there to be any return on the investments made, the missionaries must stay on the field longer.



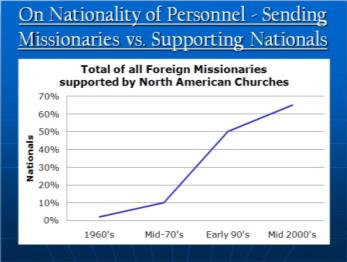
Shifting Trends Of Missions Tasks

There are two major types of missions tasks: those involving **evangelism and discipleship**, and those doing **relief and development** work for the cause of Christ. When it comes to the focus of missions agencies, 5 to 1 focus on evangelism and discipleship instead of relief and development. When it comes to individual missionaries, 18 to 1 focus on evangelism and discipleship. But when you look at where the greatest amount of money is given in missions, a much greater proportion is granted to relief and development work.

*While believers should not minimize the* ***temporal value*** *of caring for “the least of these,” we should not over-emphasize it to the demise of the* **eternal benefits** *gained through* ***evangelism and discipleship.***

Between 2001 and 2005, the amount of funds given to relief and development work grew 74%, while funds given to evangelism and discipleship grew only 3%. Seven of the top 10 American missions agencies (by income) now focus on relief and development work.1  Although it is possible that much of this humanitarian support may originate from outside the evangelical church, these numbers also reflect the focus of many believers. While believers should not minimize the temporal value of caring for “the least of these,” we should be careful to not over-emphasize it to the demise of the eternal benefits gained through evangelism and discipleship.

Nationality Of Personnel

In the past, churches and agencies focused on giving support to send North American missionaries to reach other parts of the world. Today, many churches and agencies have begun supporting Christian **nationals** from other countries to reach their own people. This trend shows a strong growth in the number of non-North American Christian workers supported from North American funds. Most of the largest American missions agencies (by personnel) have begun to focus on supporting national workers instead of North American missionaries.2

It is true that nationals must be involved in generating church planting and missions sending movements among their own people. It is also true that the Great Commission includes our responsibility to “go.” These are factors to consider in forming an individual church strategy.

Individual Support

Another major trend today is that individuals are providing the bulk of the support for missionaries. They are giving their support directly to the missionaries, thus bypassing the local church. According to one survey conducted within a missions agency, 70% of a missionary’s support now comes directly from individuals.

This goes directly against the Biblical principle of the church’s role in accomplishing the Great Commission. We must remember that selecting, sending, and supporting missionaries is the responsibility of the local church, not individuals, and not the agency. Individuals do not have the stability and accountability that the church provides.

Unfortunately, many churches are actually causing this problem. Many missions agencies are frustrated with the lack of support from churches, so they are actually encouraging missionaries to seek support from individuals. In addition, recent books have been written instructing missionaries on how to raise funds from individuals.

Many of the individuals who give directly to missionaries say that the church they attend is just not missions minded; they are more concerned with buildings and programs than they are for missions. Most Christians really do desire to give to missions, and when they cannot do it through their church they look elsewhere. The problem is that when people give straight to missionaries, many count it as their tithe, which takes away from the general fund of the church and the church’s missions budget. Many church pastors are aware of this trend and fear it happening in their church. Therefore, they purposefully downplay missions so individuals will not look for missionaries outside the church to support and take money away from the church.

We are not opposed to people giving to missionaries beyond their regular pattern of tithes and offerings, but we do not encourage it because it skews the responsibility of the church. We must emphasize the **centrality of the church** in missions.

More Support & Fewer Missionaries

One very **positive trend** is that local churches are beginning to take on larger portions of each of their missionaries’ support, and supporting fewer missionaries. There is nothing spiritual about a church supporting 100 missionaries at $25 a month; in fact, it could be considered completely unbiblical and detrimental to all those involved. We know of missionaries who have more than 100 supporting churches. Logistically speaking, it is impossible for that missionary to have a relationship with all those churches, or even visit them all when home on furlough.

Fortunately, with this trend, churches are beginning to support missionaries for larger amounts of money. Many sending churches are now taking on over 20% of the support for the missionaries they send out from their church. This is beneficial as other churches interested in supporting a missionary will often ask them how much their sending church is providing financially. It could be considered a “red flag” if the sending church, the church that knows the missionary the best and has the closest personal relationship with them, is not significantly involved in the support of that missionary.

Fewer “Called” Becoming “Sent”

In 1900, 80% of the people who said they had been called to missions or had responded to a call to serve actually ended up on the mission field. By 2000, the percentage had dropped to 8.3%. Why are fewer of the people called to missions actually going to the field? In our society, there are many distractions that result in people choosing not to go. It is important to remember that there were distractions in the first century also, but that did not stop our Lord from giving his disciples the Great Commission. The distractions did not negate the disciples’ responsibility then, nor do they negate our responsibility now.

The Distraction of Family

*The majority of those professionally trained for* **ministry** *work in* **only 5%** *of the world: the US and Canada*

Family is the greatest deterrent to missions. Many parents of potential missionaries do not want their children or grandchildren being taken away to a different country, and many potential missionaries are afraid to leave their older parents behind. Sadly, because of family and other deterrents, the majority of those professionally trained for ministry work in only 5% of the world: the US and Canada.

The Distraction of Debt

*The majority of those professionally trained for* **ministry** *work in* **only 5%** *of the world: the US and Canada*

Debt is an enormous problem in our society. Many people are not able go to the field due to large academic or credit card debts. Churches must prepare their people to handle the money that is placed in their possession; they must teach Biblical stewardship. Many potential missionaries are mired in debt that never should have been developed in the first place.

The Distraction of Political Instability

Many people hear news reports of violence in the world and become fearful. They do not want to go to an unstable field because of what might happen there. And while it is important to be careful, statistically speaking, almost all missionaries die of natural causes that they would have died of in their home country.

The church should encourage potential missionaries to overcome the distractions and actively facilitate more of their members being sent.

Inadequate Preparation

A final trend in missions is inadequate preparation, primarily in the theological realm. Even those missionaries graduating from Christian liberal arts colleges are not always getting the theological training they ought to have to undergird them in their ministry. Many missionaries are also arriving on the field without sufficient training or preparation for evangelism. The local church must take responsibility in training and preparing its missionaries.

Many churches accomplish this by having the pastors and deacons give prospective missionaries an extensive oral Scripture exam in order to determine how prepared the missionary is theologically. Missionaries must be able to take a biblical truth, break it down, and make it palatable to the listener. Churches cannot rely on the missions agency or theological training institution to do all the work to train and challenge people towards God’s global work. The church itself has that responsibility.

Conclusion

It is important that we be aware of the trends that are developing in missions today. Many of the trends are negative, and we must look for them and combat them in our churches, but others are positive, and we should seek to incorporate them into our practice.

Although it is important to look at the current trends in missions, we must remember that trends are not destiny. Just because something is true in missions now does not mean that it has to stay that way. The direction of God is greater than the direction of trends, and we must be open to His leading.

As we look toward developing a strategy, it is crucial to remember God intends, from what is clearly stated in His Word, that the **local church** is to execute the Great Commission *[see Chapter 2, Forming a Missions Strategy]*. He called the church into being with the purpose of sending people out. The church is responsible for God’s global work: laborers in the Great Commission are to come out of, be sent out of, and be supported by the local church. The centrality of the local church in God’s global work cannot be emphasized enough.

*The centrality of the* **local church** *in God’s global*

*work cannot be*

**emphasized** *enough*

References

1 Michael Jaffarian. (Missionary Researcher, World Venture; Senior Research Associate, Operation World). Information taken from the *Mission Handbook,* 20th edition, Jaffarian’s research for *Operation World*, and Jaffarian’s article in the *International Bulletin of Missionary Research* on “The Statistical State of the North American Protestant Missions Movement.” Originally presented on a webinar for *The Mission Exchange*, 12 February 2009.

2 18th edition of the *Mission Handbook*, 1998 data.

Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

FORMING A MISSIONS STRATEGY

***Leading a World Missions Church* Seminar**

Introduction – The Missionary God

From the beginning, God has been a missionary God. *[For detailed information, see DVD Session 1.]*

* Old Testament – Gen. 3:15; 12:3; Ex. 9:16; Josh. 4:24; Ps. 45:17; 105:1; Is. 43:10
* New Testament – Matt. 28:19-20; Eph. 4:11-12; 2 Tim 2:2

Is It Biblical To Have A Strategy?

Yes! Not only does God have a plan for each person’s life, He encourages us to make strategies and seek wise counsel when making plans and commit them all to Him; see Jeremiah 29:11; Proverbs 15:22; 16:3, 9; 21:5, 31. Not only is it biblical to have a strategy, it could be argued as negligent stewardship not to have one.

Biblical Basis For The Church As The Sender

The biblical basis for the church being the sender of missionaries is supported by the following biblical principles:

* Of the 3 institutions ordained by God–family, government, and church–the church is the one best suited to send missionaries.
* Spiritual gifts are given to individuals in order that they might minister to and through the church (1 Cor. 12:7, 12).
* Although it is true that the Great Commission was given to all believers, it specifically requires baptizing those who believe, which is an ordinance of the church.
* The emphasis of the “one another’s” in the epistles indicate God’s intention that our primary function as believers is inside and through the body (1 Cor. 12:12-27).

Any biblical missions strategy should recognize the scriptural foundation that the church is the sender. This is clearly portrayed in the book of Acts as the church sends out missionaries, as noted from the following references:

* “When the apostles in Jerusalem heard that Samaria had accepted the word of God, they sent Peter and John to them” (Acts 8:14).
* “The church at Jerusalem… sent Barnabas to Antioch” (Acts 11:22).
* “While they were worshiping the Lord and fasting, the Holy Spirit said, ‘Set apart for me Barnabas and Saul for the work to which I have called them.’ So after they had fasted and prayed, they placed their hands on them and sent them off.” (Acts 13:2–3).
* “Then the apostles and elders, with the whole church, decided to choose some of their own men and send them to Antioch…. They chose Judas (called Barsabbas) and Silas, two men who were leaders among the brothers” (Acts 15:22).
* “We have heard that some went out from us without our authorization and disturbed you…” (Acts 15:24). In this passage we see the danger of going out without being under the authority and accountability of the church. To resolve this problem, the church in Jerusalem selected and sent missionaries. “So we all agreed to choose some men and send them to you with our dear friends Barnabas and Paul, men who have risked their lives for the name of our Lord Jesus Christ. Therefore we are sending Judas and Silas to confirm by word of mouth what we are writing” (Acts 15:25-27).
* “The brothers immediately sent Paul …” (Acts 17:14).
* “When Apollos wanted to go to Achaia, the brothers encouraged him and wrote to the disciples there to welcome him” (Acts 18:27).

Suggested Goals Of A Missions Strategy

We at Heritage are certainly biased toward our missions strategy (if we were not, we would change it), but note that we have seen it work well in several other churches besides our own. Other churches have learned and duplicated our strategy, executed it well, and experienced favorable results. Our objective, however, is not for everyone to duplicate the HBC missions strategy. Rather, we encourage other churches to design a strategy that is unique and appropriate for their goals as related to world missions. The following goals are offered as suggestions to use in forming a strategy that will bring the maximum glory to our Lord through the local church.

*Any biblical* ***missions strategy***

*should recognize the scriptural foundation that the*

**church** *is the* **sender***.*

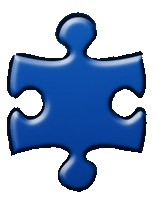
1. Establish and maintain a missions ministry that includes training, sending, and caring ministries based on biblical principles with the conviction that the local church is central in world missions.
2. Encourage a strong relationship between your congregation and your missionaries.
3. Provide significant prayer and financial support.
4. Provide direction to your missions ministry through a focus on unreached people groups and the specific ministries that can be used to reach them.
5. Achieve and maintain a balance in your missions ministry between reaching those who are in your Jerusalem and those who are abroad.
6. Identify, equip and send your own people who have been called, who have a history of proven ministry, and who have been active and effective in their involvement in the church.
7. Identify and support projects that enhance the ministry of your missionaries and strengthen the personal involvement of the congregation in missions.
8. Identify and select qualified and capable mission agencies which fit your standards (doctrinal, financial, and strategic) and build relationships with them.
9. Identify and select qualified and capable churches which fit your standards (doctrinal, financial, and strategic) and build a partnership with them.
10. Establish the missions budget as a percentage of the overall church budget, while educating the congregation on the need to limit designated giving. HBC’s missions budget is approximately 30% of the total church budget.
11. Increase the ministry of three missions teams: Missions Emphasis in the areas of education, information, and care; Missions Conference in the areas of information and commitment to missions service; and Missions Selection in the areas of selection and reevaluation of missionaries and their ministries.
12. Encourage pastoral staff, church leaders, prospective missionaries, and members of the congregation to visit missionaries, ministries, and fields of service.

Considerations For A Balance Between Local & Global Efforts

There are many factors to consider when seeking a balance between local and global outreach. These factors may vary but should include the following:

* What is the local need for the spread of the gospel?
* What efforts are currently in place by your church and others?
* What is needed to build a base for global efforts?
* Should the efforts be measured by dollars spent on the effort, believers available for the effort, or a combination of the two?

Once you have determined what your balance will be, it is beneficial to share your answers to these questions with your congregation. The following article was published in our church newsletter, the Heritage Herald, in April 2010. This article had a dual purpose: to promote the upcoming missions conference with the theme “Until All Have Heard,” and to answer the above questions for our people.

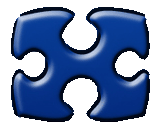
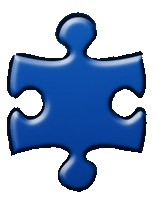
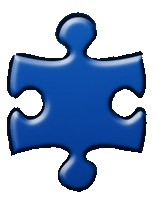


Until All Have Heard

As Jessica Knight, our missionary in Japan, would say, “WOO HOO!” Yes, this year’s missions conference is going to be good! Ed Hoagland, our missionary to Mexico City will be our keynote speaker. Along with the challenges from God’s Word, he will report regarding God’s recent work there and what our teens will be doing there this summer. Bobby Gupta, our partner in India, will be here to update us on the outcomes of our partnership in India and an upcoming trip opportunity. Mark Zook, a New Tribes Missionary to Papua New Guinea who is featured in EE-Taow, the classic missions video, will share what happened behind the scenes with lessons for today locally and globally. Also, back by popular demand, 2 evenings will feature the break-out session format that was introduced last year that allows you to hear from our missionaries and to learn from a large variety of missions related topics. In the midst of all this, we will host the Leading A World Missions Church (LAWMC) seminar during Monday and Tuesday of the conference for pastors, lay leaders and mission agency representatives. We have taught this seminar in whole or in part at numerous locations including Mexico City, and it is scheduled for Hong Kong later this year. “WOO HOO!” April 25-May 2 will be an exciting time here at HBC!

Those who are new to HBC might wonder “why all the fuss?” “all this for Missions Conference?” and “we already have displays all over the walls, classrooms named after countries, flags hanging from the ceiling,” etc., etc., etc. Many people would say that we are already a “missions-minded church.” When I hear that, I am appreciative of the compliment that was intended but in reality I think it is more accurate and appropriate to say, “we are just a biblically balanced church.” It is critically important that the church in America give significant attention beyond our Jerusalem and Judea, because the vast majority of the people addressed in the Great Commission are not in our Jerusalem, they are toward “the ends of the earth.”





Again, those who are new to HBC might say, “with approximately a million dollars spent on missions, 30% of our annual total church budget, isn’t that out of balance? Shouldn’t we be spending more here?” Interestingly, I have heard similar comments at other churches with amounts significantly less than 30%. But let’s consider our Jerusalem. This area has over 200 Baptist churches, a Christian university, several Christian schools, Christian radio stations, translations of Scripture readily available, even stores that specialize in Christian materials; this is a Jerusalem that is very well resourced! In light of over 40% of the world’s population not having sufficient access to the gospel, it could be argued that the 70% of our budget spent in our Jerusalem is excessive for an area that is already “reached with the gospel” (“reached” signifies an area with a viable indigenous church movement with sufficient strength, resources, and commitment to sustain and ensure the continuous multiplication of churches). I am not suggesting less money for local church ministry, we do have a need to continue “building the base” to facilitate our mission to “glorify God by making disciples of Jesus Christ here and abroad.” Again, I believe we have an appropriate balance here at HBC.

When our Lord spoke about the fields ready for harvest, He said that we should pray for more workers (Luke 10:2). Note that He did not say pray for money, He said workers. Our focus should not be on the financial allocations but rather the manpower allocations. We have 50 missionary singles/families on the field that God has helped to financially provide for through us. In fact we utilize over 80% of our Outreach/Missions budget directly toward our missionaries; they are workers in those fields. But what about here in our Jerusalem, how many *workers* has God placed here in our Jerusalem to *work* in the field here? When counting those workers, we should all be a part of that number.

Therefore the theme of this year’s missions conference is “until all have heard”. We have the responsibility to share the gospel here and abroad. We are the workers here with our family, friends, fellow employees, neighbors, and even strangers. The Great Commission is to our Jerusalem and much more. We must continue to give sufficient focus to those who have not heard, “until all have heard.”

Pastor Allen

Lessons Learned From Two Support Systems



Once we understand the biblical basis and goals of a missions strategy and move toward forming a specific missions strategy, it is advantageous to examine the common systems of sending out missionaries. Historically, there have been two primary means to support a missionary and get them to the field: the denominational system and the independent faith system.

The Denominational System

In this system, denominational churches give a certain amount of their budgets to their denomination. The denomination then hires the missionaries, gives them a salary, and sends them to a field of the denomination’s choosing.

**Advantages**

* Takes less time to get to the field.
* Provides more reliability in support.

**Disadvantages**

* Limited or no contact between the local church and the missionary.
* Less sense of obligation on the church regarding their sending responsibilities to the missionary.
* Less accountability of the missionary to the local church.
* Less personal relationship with the local church which could lead to less prayer support.

The Independent Faith System

In this system, one local church is financially unable to completely support the missionary, so the missionary needs to raise support from other churches. The missionary visits churches explaining his work and soliciting commitments from churches and sometimes individuals.

**Advantages**

* The pre-field experience of raising support helps the missionary to live by faith and trust God.
* There is a direct personal relationship between the missionaries and their supporting churches.
* The people in the supporting churches have a greater incentive to pray for their missionaries.
* The people in the supporting churches tend to know much more about and care more for their missionaries than those in the denominational system.
* There is increased contact with the local church and the missionary.
* There is a greater sense of obligation on the church regarding their sending responsibilities.
* The missionary has increased accountability to the local church, the biblical senders.
* Most of the greatest work in world missions has been accomplished through faith missions.

**Disadvantages**

* It is enormously inefficient as missionary support has historically been in relatively small amounts from each church.
* When there are many supporting churches, some of the advantages above are negatively impacted because of insufficient time to visit and communicate with the large number of churches.
* Many churches have not kept up with the rising cost of missions or the devaluation of the dollar.
* Often the emphasis is on the quantity of missionaries supported rather than the quality of support given.
* This token support given to the individual missionary is not a big budget item; therefore it demands less consideration than other budget items. This produces less, or no, strategic planning at the church level.
* Less strategic planning at the local church level also often results in a duplication of effort on some fields and total neglect of others.

*At Heritage, we have sought to*

**utilize the advantages** *of both systems and* ***minimize*** *the*

*disadvantages.*

At Heritage, we have sought to utilize the advantages of both systems and minimize the disadvantages of each system. Chapter 3, The HBC World Missions Church Strategy, explains our strategy in detail.

Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

THE HBC WORLD MISSIONS CHURCH STRATEGY

***Leading a World Missions Church* Seminar**

Integration With The HBC Vision Statement, Purpose, Philosophy, and Church Strategy

The Heritage Baptist Church missions strategy is not an add-on to who we are, rather it is tightly integrated as a part of who we are. This is clearly seen in the vision statement, purpose, philosophy, and strategy of Heritage Baptist Church. We have recently re-written our vision statement and taught it to the congregation to further ensure that everything we do as a church remains focused on our highest priorities.

Vision Statement of Heritage Baptist Church

We exist for the glory of God as a scriptural community, seeking to make disciples of Jesus Christ here and abroad through the biblical mandate of evangelism, edification, fellowship, and worship.

Purpose of Heritage Baptist Church

The French term *raison d’être* means “reason for being” or “justification for existence.” The raison d’être of Heritage Baptist Church is based on the scriptural reference in Acts 2:41-42. The Bible gives four purposes for the New Testament Church that are also the foundational purposes of our church. Heritage Baptist Church focuses on these four purposes as the basis for all decisions and ministries:

1. *Evangelism* - Heritage Baptist Church exists to reach lost people for whom Christ died. Luke 19:10 tells us that the Son of Man came to seek and to save that which was lost. Jesus provided salvation by His substitutionary death on the cross. When He ascended back into heaven, He gave His church the commission to take the Gospel into the world (Matthew 28:19-20).
2. *Edification* - Heritage Baptist Church exists to help believers become fully devoted followers of Christ. After the 3,000 were saved and added to the church on the day of Pentecost, “they continued steadfastly in the apostles’ doctrine” (Acts 2:41-42). Heritage must not only win the lost, it must also nurture new babies in Christ. Edification includes nurturing, maturing and reproducing. We cannot be satisfied until every believer has become a mature, reproducing disciple of the Lord Jesus.
3. *Fellowship* - Heritage Baptist Church exists to meet the physical, emotional and spiritual needs within the body of Christ and to provide a biblical means of mutual accountability. Not only did the New Testament church see 3,000 saved and continue daily in the apostles’ doctrine, they also continued steadfastly in “the fellowship.” In the Bible, fellowship is not simply social activity. It is primarily meeting the basic needs of every individual. We are our brothers’ keeper. We must be accountable to one another and for one another.
4. *Worship* - Heritage Baptist Church exists to worship and glorify God together as a body of believers. Warren Wiersbe has an excellent definition of worship: “Worship is the believer’s response of all that he is—mind, emotions, will and body—to all that God is and says and does.” The ultimate purpose of our church is to glorify God and honor Him. May all that we do, say, or think, as individual believers and as a local body of believers, bring glory to our Lord Jesus Christ.

It is important that we understand our purpose as a church. Everything we do must be determined by our purpose. Unfortunately, many churches today have gotten away from these four basic biblical purposes. May that never be true of Heritage Baptist Church.

Philosophy of Heritage Baptist Church

Closely related to the purpose of any church is its philosophy of ministry. We find our philosophy for ministry in Ephesians 4:11-12, “It was He who gave some to be apostles, some to be prophets, some to be evangelists, and some to be pastors and teachers, to prepare God’s people for works of service, so that the body of Christ may be built up.”

Equipping the saints is the primary task God has given to every pastor and pastoral staff. God never intended for any church to hire a pastor to do their ministry. The Bible teaches that all believers are given at least one spiritual gift and no believer has all the spiritual gifts. God intended for the local church to function as a team. The body of Christ consists of many individuals specifically given a spiritual gift, natural talents, unique personality and a particular time schedule to fulfill the divine call of any local church. Each one is equipped for his specific job. Each one is dependent upon the other to perform his specific job.

Strategy of Heritage Baptist Church

Beyond our balanced focus (found in our purpose) and our emphasis on lay ministry rather than professional ministry (found in our philosophy), we have implemented the following elements into our overall strategy.

1. *Multiple Service and Facility Strategy* - Often church facilities are used so infrequently that they become poor stewardship. At Heritage, our facilities are used to the maximum. With multiple worship services and Sunday Schools (Adult Bible Fellowship classes) we are able to take the funds that would normally have to be dedicated to building larger and more buildings and direct those funds to missions and ministry. This also enables us to provide a larger, more dynamic ministry with a family, small church atmosphere.

The **church’s purpose** and philosophy of ministry have led us to the strategy for the church.

Our **missions strategy** is an essential part of the overall strategy of HBC and an understanding of the **overall** strategy is necessary to understand the missions strategy.

1. *Financial Strategy* - Since we are only managers of what God has given us, we must be good stewards of that trust. This is true not only for the individual, but also for a church. Therefore, we strive to be very conservative in our stewardship of the tithes and offerings of God’s people which have been entrusted to Heritage. The Bible permits borrowing; however, it gives many warnings of the dangers of borrowing and requires a secure means of repaying the loan. Our financial strategy for buildings is to raise as much of the capital as possible and borrow as little as possible, paying it back over a short term rather than a long term.
2. *Aggressive Local Outreach* - Although we present the Gospel in every service, we have designed different outreach programs to be particularly sensitive toward those who are hostile or neutral to the Gospel. There are special evangelistic outreaches for men, women, families, singles, and children. We also are involved in strategic outreach programs (television spots, professional newspaper column, trade show booth, etc.) to set ourselves apart in the community as “A place to belong, a place to become.”

HBC Missions Statement of Purpose

We believe that the Biblical mandate given to the Church by Christ is world evangelization. World evangelism is the process of making disciples by proclaiming the gospel of Jesus Christ through presence, persuasion, and perseverance, for the purpose of converting, baptizing, and teaching new converts how to live a Christian life according to Biblical (not cultural) principles and practices within the establishment of local indigenous churches. This is done through the ministry of missions, which is the process of being actively engaged in the sending forth of extended staff (missionaries) beyond the borders of the local church and its influence (with an emphasis on crossing geographic, cultural, and linguist barriers) to areas and peoples of the world where Christ is largely, if not entirely, unknown.

The role of Heritage in this great worldwide ministry is to know whom God is calling, to help in effectively equipping them for life and ministry, and then to send them out with sufficient resources and encouragement for their task. We are committed to developing significant, loving, and accountable relationships with our missionaries, both for them personally and for their ministry.

We are committed to sending our own people where God directs for the tasks He equips them to do. As we encourage and disciple missionary candidates, we emphasize the following areas: 1) ministries which focus on unreached people groups where there is little or no gospel witness, 2) strategic efforts that effectively equip the national Christian leaders to evangelize, make disciples, and plant churches, 3) strategic efforts that will encourage and equip national believers to begin and fulfill church planting movements, and 4) strategic efforts that encourage and equip national believers to begin and fulfill missions sending movements. We are committed to the people from our church, but we will focus on the following strategy and those people who will best accomplish that strategy whether they are from Heritage or not. Those from Heritage who desire to be missionaries sent out by Heritage must be familiar with our strategy and the importance we place on reaching the unreached people groups.

We developed our strategy for the purpose of reaching the unreached people of the world. Our first priority is to reach the major unreached people groups: THUMB (Tribal, Hindu, Unreligious, Muslim, and Buddhists) in the most unreached countries. Second, we place a priority on reaching the unreached people in reached countries. Third, we see a priority to help others (Brazilians, Filipinos, Koreans, etc.) who can better reach the most unreached countries where access is restricted or limited for Americans. Fourth, our strategy places a priority on reaching other people in reached countries where the majority of the people are unevangelized. Fifth, our strategy is to reach others in reached countries where the majority of the people are evangelized. Finally, we place our lowest priority on development work as missions.

*We developed our strategy for the* **purpose** *of* **reaching** *the unreached people of the world.*

Usage Of HBC Missions Strategy

General Usage

* To give an understanding of our missions strategy and consistent guidelines for carrying out that strategy as a fulfillment of our four-fold purpose.
* To avoid making important decisions on an emotional or indiscriminate basis (e.g. “connections” with those seeking support, charisma of the speaker, time or mood of the meeting, or the urgency of the request) which would result in hurt feelings, inconsistency, and confusion.

HBC Congregation

* To insure the best stewardship of the resources, both human and financial, that God has given us.

Pastoral Staff

* To establish the level of accountability between the pastoral staff and our missionary families.
* To promote a strategic and thoughtful evaluation of crucial issues.
* To maintain the focus of our strategy by determining which ministries may be presented to the Missions Selection Team and then to the church.

HBC Missionaries

* To establish the level of accountability between the pastoral staff and our missionary families.

Missions Emphasis and Missions Conference Team

* To provide focus and help achieve a clear sense of direction in all that is presented to the church through general education and the annual missions conference.
* To allow new team members to quickly understand the strategy of the church and implement it in our missions ministry.
* To maintain consistency as the membership of the teams change.

Missions Selection Team

* To provide focus and help achieve a clear sense of direction in the selection of new missionaries or increasing the support for current missionaries.
* To promote a strategic and thoughtful evaluation of crucial issues.
* To allow new team members to quickly understand the strategy of the church and implement it in our missions ministry.
* To maintain consistency the as membership of the teams change.

Our overall missions strategy is based upon six component strategies that combine to form a tightly integrated whole with the objective of reaching the unreached peoples of the world. As mentioned earlier [please see *Lessons Learned from Two Support Systems* in Chapter 2], we have sought to utilize the best of both the Denominational System and the Independent Faith System. Heritage is an independent Baptist church, not part of a denominational organization; therefore, we compare the strategy to which we adhere, the World Missions Church (WMC) strategy, to the Traditional Method utilized by the Independent Faith System.

*Foundational to this strategy is the understanding from Scripture that the missionary is part of the church’s staff and their ministry is another facet of the church’s ministry.*

Strategy #1 - Selective vs. Proliferating Focus

The Traditional Method Exercises a Proliferating focus

The traditional method tends to have a proliferating focus in missions; that is, it spreads out in many different directions with many different goals, ideas, and ministries. By definition, a “proliferating focus” is an oxymoron because proliferation is the exact opposite of focusing in a defined direction. Proliferation occurs when there is no defined strategy. When there is no intentional strategy in place, the end result is usually doing a lot of work but in many varied directions. We should be careful not to be like the archer who shot a quiver full of arrows into a field and then took a can of paint and drew the circles of the target around where the arrows had landed. Unfortunately, some churches have proliferated their missions ministry across many continents and objectives and then looked back and painted a target around them stating, “The sun never sets on the ministry of our church.”

The WMC Strategy Exercises a Selective Focus

It is easy for a church committed to missions to try to support every work that is presented to them. It is even easier for them to try to support everyone in their congregation who steps forward for missions service. However, such a church then lacks focus and consistency. Heritage has developed (through much time in prayer and thought) a selective process of strategically determining in which missions ministries we will be involved.

*“If ten men are carrying a log – nine of them on the little end and* **one** *at the heavy end – and you want to help,* **which end** *will*

*you lift on?”*

*– William Borden*

Foundational to this strategy is the understanding from Scripture that the missionary is part of the church’s staff and their ministry is another facet of the church’s ministry. With this in mind, the missionary must minister in an area that we, the local church, feel called to work in and they must meet the qualifications for being on the church staff. We cannot attempt to support everyone but will instead strive to support those whose strategy is like-minded to ours.

In a nutshell, this first strategy explains that we will make decisions based on our strategies. This is preferred over going everywhere, trying to do everything. We will be less inclined to use our resources on that which we believe is less effective in reaching the unreached.

Strategy #2 - Corporate vs. Individual Precedence

The Traditional Method is Based upon the Individual Having Precedence

In the traditional method, the individual senses a call on their life, determines a mission agency, receives training from the agency, is commissioned by the agency, and then begins going to churches to raise support. As these missionaries approach the churches, including their home church, they present their field, their work, and their objectives. They ask the churches to partner with them to accomplish their goals. The churches are then satisfied in their missions work because they are helping the missionaries accomplish their goals.

This is the exact opposite of the New Testament model. In Acts 13, while they (the church body at Antioch) were worshipping the Lord and fasting, Barnabus and Saul were called by the Holy Spirit. This is both a corporate call and an individual call. In the text you will notice that the corporate call precedes the individual call, but they were probably simultaneous. The NT church was proactive in sending missionaries (c.f. Acts 11, 15). Traditionally, the emphasis has been so strong on the individual call that we have lost the corporate call. *[For more information, see DVD session 4.]*

The WMC Strategy is Based upon the Church Having Precedence

If the task of missions has been given primarily to the local church and if the position of the missionary is that of a servant on that church’s staff, then the strategy and ministry of the whole, the Body of Christ, will rightfully take precedence over that of the individual, the missionary. Every believer is gifted by God for ministry. This gifting of the Holy Spirit is not for the individual but for the Body (1 Corinthians 12). We believe that the missionary’s work is not simply his own, but rather the work of the sending and supporting churches, as illustrated by the churches at Antioch (Acts 13), Jerusalem (Acts 8:14, 11:22, 15:22), Berea (Acts 17:14), and Ephesus (Acts 18:27).

It is the responsibility of the church to corporately accomplish the task of world missions with the gifted members that God has given them. When missions is executed biblically, the members understand their role as part of the body, and the church will take into consideration the gifts, talents, abilities, service, desires, passions, and preparation of individuals before placing them into their missions ministry. Here at Heritage, we accomplish this by prayerfully utilizing the Missionary Development Process (MDP) and input from the pastoral staff, deacons, missions selection team, and other ministry leaders. We currently have several families and singles in the MDP. Our prayer is that we would be as the church at Antioch, seeking the best ministry and location for each of these members of our congregation. For more information about the MDP, see www.HBCmissions.com or speak with Pastor Allen.

**While they were worshiping the Lord and fasting***, the Holy Spirit said, “Set apart for me Barnabas and Saul for the work to which I have called them.” Acts 13:2*

Therefore, both the church and the individual sense a call for the individual (Acts 13:1-4) and the church determines a field and work, which is mutually agreed upon, based upon the strategy of the church and the giftedness and skills of the missionary. The church and the missionary then select a like-minded agency that is suited to meet their needs in that particular field doing that particular work. The church is responsible to train the missionary, incorporating the agency and their resources as needed. The church and the missionary together seek financial support by looking for other churches to partner with the sending church in accomplishing their goals.

Strategy #3 - Proactive vs. Reactive Selection

The Traditional Method is Based upon Reactive Selection

Traditionally we’ve been reactive rather than proactive in selecting missionaries. Most missionaries today will make 800 contacts with churches through phone calls and visits to get to the field. This is extremely inefficient. When a pastor receives these contacts from missionaries, he will often react; he doesn’t want to say no to a missionary so his church takes them on with only token support. In a church where there is no strategy, it is easy to choose missionaries based on emotions: for example, to support orphanages after seeing photos of starving children, or to support a missionary because they are related to or known by someone in the church.

It is better to have a strategy and proactively act according to it by saying “no” to anything that is not a part of that strategy. A “no” is better than token support based upon a lack of strategy. Better yet is to give the “no” at the first contact with a missionary whose ministry does not fit in with the church’s strategy; this is better stewardship for the missionary because they will not be required to waste time making continued contact efforts or to waste resources by sending a packet of information. Sure it is difficult, but when committed to a strategy, saying “no” does not invalidate the missionary or their desired ministry; it just confirms that they have a different strategy than your church.

 The WMC Strategy is Based upon Proactive Selection

Because we believe the primary means of fulfilling the Great Commission is the church, HBC is committed to being such a primary force in the world, in our own church, and in our missionaries. We do not invalidate the call of God on an individual to service, but we see the church as the means through which that call can and should be placed upon an individual (Acts 13:1-3). The leadership (pastoral staff, deacons, missions selection team, and other ministry leaders) of the church will be proactive in praying about the areas of the world that the Lord has led them to reach and in asking those in the church who have demonstrated their faithfulness, compassion, ability, and preparedness for service to serve in those areas. This strategy gives the missions ministry specific direction and guidelines based on prayerful consideration by the church leadership as to the types of ministries the church believes need to have priority for world evangelization.

Therefore, we first look to our local body, then to missionaries sent from other local churches that need support. In our church, when we sense that there has been a corporate and individual call to missions then the individual joins our Missionary Development Process (MDP). In the MDP, we begin with a confirmation of the call. Later in the process, the field and agency are determined. We view the working relationship with the agency as the church and the missionary candidate jointly contracting the agency to do that which is needed and that which the agency is better equipped to do. The process then concludes with approval from the selection team, approval from the pastors and deacons, completion of candidate school, approval from the agency, approval from the church, establishment of a sending team, completion of pre-field ministry, and commissioning to the field. *[For more information, see DVD session 6.]*

***Development process for HBC “Sent” Missionaries***

Though we do place a high priority on sending our own people, we also see great value in partnering with other churches to send their missionaries to accomplish mutual objectives. These missionaries are proactively sought out by checking with existing missionaries on the field and like-minded agencies to see who is already in the pre-field process. As we look at these missionaries, we proactively recruit and screen those which fit our strategy and will help us fulfill our goals.

***Selection Process for “Supported” Missionaries***

Strategy #4 - Strategic vs. Random Placement

The Traditional Method often Produces Random Placement

In the traditional method, the placement of missionaries is often random. This random placement has led to inefficiency, duplication of efforts, and neglected areas. There can be both an imbalance of missionary placement and an imbalance of finances: less than a penny for every dollar given to missions goes toward reaching unreached people groups. The random placement of missionaries is a natural outcome of reactive selection, individual precedence, and a proliferating focus. In fact, many who sense a call to missions apart from the church do so based upon hearing a missionary presentation and being attracted to that same field; hence we continue to send more and more missionaries to the same places. How then does someone hear of the compelling need to go to the unreached?

The great need of the 10/40 Window with its enormous numbers of unreached people groups is due to a lack of strategic placement by so many churches and individuals. Would the approximately 3 billion people in this area of the world still be unreached if the church was committed to strategic placement?

*Would the approximately 3 billion people still be* **unreached** *if the church was committed to* **strategic** *placement?*

The WMC Strategy Produces Strategic Placement

At Heritage we are actively involved in recruiting new missionaries to serve in those areas which meet our strategy. We are committed to reaching the unreached peoples of the 10/40 Window and elsewhere. This will require that we place particular people in particular places. It will also mean that we will have to deny support for some and ask others to forgo their own plans and be willing to go where the Lord has led the church to work and minister.

The world missions church is not random but strategic, not only in choosing missionaries, but in their placement and their work to reach the least reached groups– THUMB. The bottom line is that there are many good people working in many good ministries in various areas of our world. We cannot support everyone, so we choose to support those who desire to serve in places and ministries that fulfill our overall strategy. It is in the fulfillment of this strategy that unreached peoples will be reached with the gospel and God will therefore be glorified. *[See DVD session 7.]*

Strategy #5 - Significant vs. Token Support

*If we are to accomplish the* **Great Commission** *we must do more than give token support, it MUST be a* **significant** *part of our budget, lives, and church ministry.*

The Traditional Method Utilizes Token Support

For far too long the church has treated the Great Commission as a general suggestion that requires only token offering and effort rather than sacrificial giving and dedicated lives. If we are to accomplish the Great Commission we must do more than give token support, it MUST be a significant part of our budget, lives, and church ministry.

When the church has not had a visible and known strategy, those in the congregation who have a burden for missions have found ways to give to missions through other means. In fact this has become a prevalent issue and books have been written to instruct missionaries on how to “tap this resource.” Unfortunately, there are some problems with this approach of intentionally raising support from individuals. This greatly minimizes the accountability of the missionary and totally sidesteps the role, responsibility, and authority of the church. We do acknowledge that some support from individuals will often be given without the missionary asking for it as their friends and family desire to support them. The concern is when the missionary intentionally focuses on raising support from individuals.

The WMC Strategy Utilizes Significant Support

When a church provides significant support for a missionary, they can avoid the “100 supporting church syndrome” which requires the missionary to always be on the road making reports to their churches rather than becoming a part of them in ministry. We view the ideal situation as the “One and Five Model” where the sending church takes on 50 percent of the missionary’s support and 5 other churches in that geographic region take on 10 percent each. The “One and Five Model” really helps with pre-field ministry; it is shorter, more encouraging, less stressful, in one locality, and allows the missionary to spend more time in each church. Furlough also requires less travel, less raising of support, and fewer travel expenses. A missionary that takes a traditional 1-year furlough could then spend 6 months at their sending church, 1 month at each of their supporting churches, and 1 month on vacation. Because the missionary spends a lot more time at each church, much stronger relationships will be built. This bond between the missionary and the church members yields more prayer support, more accountability, more concern for the missionary, more concern for the field, and more concern for the ministry.

Significant support will not measure the quantity of missionaries on the field but rather the quality of their support and if it is getting the job done. A vital tool the missions selection team uses to prevent subjectivity in determining support levels and to keep us focused on accomplishing our strategy is the Missions Support Grid. This is not a cold, mechanical, or calculating system; much prayer, fasting, and deliberation is a part of every individual decision. The Missions Support Grid gives us a guide in determining how closely a missionary fits into the strategy of Heritage and the degree of financial involvement we might have. The entire process, however, is under the control of the Holy Spirit. As the selection team researches an area, examines the candidate, and prays for divine wisdom and direction, the grid system is subjected to the leading of the Lord.

Strategy #6 - Involved vs. “Pay & Pray” Relationship

The Traditional Method is Often Only a “Pay & Pray” Relationship

In the traditional method, missionaries receive much of their support as token support from churches plus support from individuals. Seeking support from so many churches forces them to visit a large number of churches but spend very little time at each one. Then when the missionaries come back from the field, their contact with the supporting churches is still very limited, if even possible, because they must divide their time between so many churches. The result is a very weak relationship between the missionary and the church. Although financial and prayer support is essential, a “pay & pray” relationship should only be the beginning and more cannot happen without sufficient time for the church and the missionary to be together.

The WMC Strategy Requires an Involved Relationship

With greater levels of accountability required from our missionaries, Heritage also has a greater responsibility to our missionaries. We must do more than provide “pay & pray” support; we must be proactive in continued hands-on support.

To this objective, we have adopted the strategy of “sending” missionaries out of HBC rather than just providing some financial support. We see our responsibility as more than just being their home church, we are their sending church.

This strategy of sending involves gathering a group of people at Heritage around each “sent” missionary to provide communication, logistical, prayer, and moral support. While everyone is to be “going” as a part of the Great Commission, we realize that God has not called everyone to full-time vocational ministry as sent missionaries; therefore, the balance of the church must fulfill their role in the work of the Great Commission as “senders.” God has either called us to go or called us to send; there is nothing in between.

Practically, much of this strategy of sending is accomplished through our sending teams. The sending teams have a team leader and other coordinators that take care of communication, prayer, hospitality, and processing the missionary newsletter. The relationship of the missionary to the sending team, as well as the responsibilities of the sending team, is outlined in our “Sending Team Policy.” *[See pages 76-100 and DVD session 8.]*

The world missions church believes that if it is giving much of the financial support to the missionaries, it is essential to keep up with the missionaries to prevent and overcome problems. The sending church has primary responsibility: the missionary reports to the church, and church leaders evaluate the work through visits to the missionary and reports during home ministry. After the sending church, they are accountable to the supporting churches and agency. *[See DVD session 9.]*

Benefits of sending teams to the church:

* Creates a greater focus on missions
* Gets more people involved
* Emphasizes sent missionaries
* Relieves some of the burden

Benefits of sending teams to the missionary:

* Promotes direct contact with the body
* Prevents missionaries from falling through the cracks
* Provides for many of their (non-financial) needs

Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

EXECUTING THE STRATEGY

***Leading a World Missions Church* Seminar**

The most important thing for a world missions church is to have a strategy and execute it. It is not as important that you use our strategy our way in your church, as long as you have a biblical strategy and you execute it to bring the maximum glory to our Lord Jesus Christ. It is negligent to not have a strategy. As the saying goes, “Aim at nothing and you’ll hit it every time.” [For more information on executing strategy, see DVD sessions 12-14.]

Roles Of The Church, Missionary, And Agency

This section is an overview of a topic that permeates all that is said in this manual; therefore, it is not exhaustive of this subject.

*The missionary is a member of the* **church’s** *congregation and the church is the* **sender, not** *the**missionary, and not the agency*.

Role of the Sending Church

The missionary is sent out of their home church. The missionary is a member of the church’s congregation and the church is the sender, not the missionary, and not the agency. According to Acts 13, God uses the church to send missionaries into the field. *[For more information on the sending church, see chapters 2, 3, 5.]*

Role of the Supporting Church

Supporting churches partner together with the sending church to send a missionary into the field. HBC will partner with the missionary’s sending church to help send the missionary to the field. We do not partner with the missionary.

Role of the Sent Missionary

The sent missionary is a member of the congregation and is considered part of the extended staff of their sending church.

Role of the Supported Missionary

The supported missionary is considered extended staff of their sending church.

Role of the Mission Agency

The missions agency is to assist the church and the missionary in the task(s) to which they believe the Lord has called them. We would say that the church and the sent missionary jointly sub-contract the agency to accomplish the needs of the ministry. This doesn’t minimize the role of the agency, it just maintains that the church has the primary responsibility to prepare the missionary for the field. The church would be wise to utilize the experience and abilities of the agency to accomplish this task.

There will be numerous areas in which the agency is better equipped for a task than the church. The agency may already have a team on that field, or already have contacts to provide logistical support on the ground. The agency may already have field experience in that particular field. It would be foolish for the church not to utilize such a resource. The church should therefore delegate some authority and responsibility to the agency to utilize this wonderful asset, yet the church is the ultimate authority among the church, missionary, and agency. Consider this analogy: the church and the missionary also choose an airline that is in essence sub-contracted to accomplish a task. The airline is chosen based on several factors: it must be going to the desired location, it needs to be proven and reliable, there needs to be confidence in their ability to perform well, and they must provide a good fiscal value. Even though we sub-contract the airline, some authority and responsibility is still delegated to them. They tell us when we can stand, walk around, and even if we are allowed to use the facilities, even though we paid for the tickets!

An application of Not Supporting More Than the Sending Church

A thorough understanding of the various roles helps to make decisions in the execution of the missions strategy. For example, as a rule of thumb, we do not support a missionary for more than their sending church. We do not desire to do anything that would be a distraction to their loyalty toward their own church (Matthew 6:21). An exception might be if the sending church was unable to support the missionary for more (possibly as a result of a smaller congregation). In that case, because we are partnering with the sending church and not replacing it nor rising above it, we ask that church for permission to support their missionary for the larger amount. We emphasize our concern and assure them that our instruction to the missionary is that if their missionary calls us from the field to ask for our input on a situation, our first question will always be, “What did your sending church say?”

Selecting A Missions Agency

The selection of an agency should be carefully made as the church and the missionary will be entrusting much to the agency. The agency will be making decisions that will directly and indirectly affect the ministry and the missionary. Therefore, it should be known in advance what doctrinal beliefs, values, and people practices will be a factor in their decision process. For example, would your church be comfortable with participating in the plant of a charismatic church? Even though you are not charismatic and your missionary is not, it may still happen if the agency is open to accepting charismatics (increasingly, agencies that formerly would not accept charismatics now do accept them). This could easily happen if the majority of the team on the field or the leader is charismatic.

Likewise, another issue to consider is baptism, the mode and the meaning. How important is this to your church? Would it be a problem if a team member on the field believed in infant baptism? Imagine this scenario: you, a missionary, are discipling a new convert from Islam. You are teaching that believer’s baptism is an outward indication of what God has done through salvation, and it is an important early step of obedience. The new convert has been wrestling with the potential cost of this step of obedience; it might cost his family, his job, even his life. While talking, your teammate walks by and excitedly mentions having just baptized their infant child. Now the new convert looks at you and asks what that was all about. How do you now explain that you and your co-worker are in disagreement about something that his decision on may cost him dearly?

Unfortunately over the years an increasing number of agencies have become more open and are less discriminating than they were. The change may have been a result of a financial need (more missionaries yields more income) or simply a change in doctrinal values. Whatever the reason for the change, the church is spending the money; therefore, they are compelled to be good stewards. The church must investigate and choose wisely. Some factors you may want to consider when selecting a missions agency are:

* Doctrinal position
* Principles and/or practices of operation
* Principles and/or practices of separation
* Candidate requirements
* Overview of financial structure
* Relationship to local church
* Areas (geographical) involved in
* Ministries (types of works) involved in
* Candidate preparation
* Logistical support for missionaries
* Member care for missionaries
* Size and age of the agency

We have learned much about who we will and will not work with by evaluating the preceding criteria and using a simple questionnaire. *[See Missions Agency Questionnaire below.]*  We have also taken the next step of deciding not only who we will work with, but we have selected the agencies we prefer to work with.

Preferred Missions Agency Status

Heritage Baptist Church has taken the proactive step of formulating more significant relationships with a few select agencies. These preferred agencies are like-minded, their focus aligns with our strategy, and they have sufficient size to provide the needed logistical support.

We carefully worked through the process of deciding if we would have a Preferred Agency status at HBC.  If we were going to, what would be the requirements, and who would meet them?  Also our decision to have a Preferred Agency status when we currently have missionaries with 22 different agencies was a serious concern. That is why it is referred to as a “preferred” rather than an “approved” agency.  If the title was “approved,” that would imply the others are “disapproved.”  Therefore, we categorize agencies as disapproved, approved, or preferred. Even with such a serious concern, after much prayerful consideration, we decided this Preferred Agency status was a needed proactive step toward directing our future missionaries where we intend to work and develop relationships.

This Preferred Agency status really is about effective relationships.  We desire to increase our relationship with the Preferred Agencies. This depth of relationship could never be had with a large number of agencies.  We don’t believe we could ever have over five agencies at this level of relationship, nor do we think we will need to.  The agencies were selected after we spent a tremendous amount of time researching many agency policies and interacting with leadership.  We have concluded they are like-minded with us in doctrine, values, and practice.  They are also among the rare breed that is strong in the belief that the local church is the sender of the missionaries.  We will continue to develop deeper relationships with these agencies.  We will also continue to evaluate if any others should be added to this Preferred Agency status.

Missions Agency Questionnaire

1. Can a divorced individual work in your agency? If so, what can/can’t they do?
2. How much Bible training is required to join your agency? When is more required than the minimum?
3. Are there any exceptions to the minimum (i.e. non-teaching positions, pilot, etc.)?
4. Does your agency have a position on what is commonly referred to as the gift of tongues? If so, what is it? How is that applied to the ministry on the field?
5. Does your agency have a position on drinking alcohol as a beverage? If so, what is it? How is that applied to the ministry on the field?
6. What is your missionary performance evaluation process?
7. Regarding funding, does your agency send a fixed amount, assuming funds are available, to the missionary or do you forward everything, not including agency fees, automatically?
8. Please describe the authority structure of the agency and the church, over the missionary.
9. Do you require that your missionaries have a sending church?
10. Do you expect/require that the missionary’s doctrinal position align with their sending church?
11. Would your agency notify the missionary’s sending church pastor in the event of any action or activity of the missionary that may involve discipline? Can you provide a scenario in which your agency would not inform the sending church pastor?
12. How does your agency handle on-field conflict within a team?
13. Does your agency have a position on how the education of missionary children should/must be conducted?
14. Would your agency ever encourage a missionary to attend a congregation that differs from the missionary’s doctrinal position? If so, please explain.
15. Are funds which are raised for one missionary ever used for another missionary, sometimes referred to as “pooling” funds?
16. How is the missionary’s budget determined? By the agency or other? Please explain.
17. What is the role of the woman in ministry on the field? Please describe limitations, if any.
18. What is the agency fee structure? Is it a fixed $ or %? How much is it for singles? couples? families? Are there maximums?
19. Does your agency have a position on the use of profanity? If so, what is it? How is that applied to the ministry on the field?
20. Does your agency have a position on the use of pornography? If so, what is it? How is that applied to the ministry on the field?
21. Does your agency have a position on the issue of gambling? If so, what is it? How is that applied to the ministry on the field?
22. Please describe any denominational affiliation of your agency.
23. Please describe any other affiliations of your agency. For example, Interdenominational Foreign Missions Association (IFMA), Evangelical Fellowship of Missions Agencies (EFMA), Fellowship of Missions (FOM), etc.
24. Does your agency have a position regarding marriage to non-believers (before going to field or marriage on field)? If so, please explain.
25. Does your agency have a position on the gift of healing? If so, what is it? How is that applied to the ministry on the field?
26. Does your agency have a position on body piercing? If so, what is it? How is that applied to the ministry on the field?
27. Does your agency have a preference/requirement in the English translation of the Bible? If so, please explain.
28. Does your agency have a policy concerning dating, by single missionaries, on the field? If so, please explain referencing both dating team members and dating nationals.
29. Does your agency have a policy concerning adoption of nationals on the field? If so, please explain.
30. How many missionary units are currently active in your agency? One family equals one unit, and one single equals one unit.

Selection Team Details

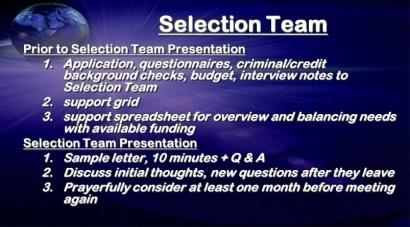
The selection team functions to aid the missions pastor in the process of selecting a missionary and in providing godly counsel as policy is formed and carried out. Membership in the Heritage Baptist Selection Team is by invitation from the Missions Pastor, with nine lay members serving for a three-year term, and a minimum of a one-year break before being eligible to serve again. Three team members cycle off each year.

New members are nominated by existing members based on their known walk with the Lord and their passion and involvement in missions. Each team member submits five nominations. The pastoral staff is then asked to review the list to see if anyone knows of a reason someone should not serve (occasionally there is counseling or another reason that may necessitate delaying an individual’s involvement). The list of approved nominees is then presented to the selection team for each member to submit their top three choices. The missions pastor then utilizes that list to determine the order to approach nominees with an invitation to join the team, while striving to maintain balance among men and women on the team. The team benefits when an “experienced” member repeats, and also when “fresh blood” joins the team.

We typically meet monthly on a Sunday afternoon, usually for two hours. When a need arises, we occasionally have a 5½-hour marathon meeting on a Sunday afternoon with lunch included. After three members rotate off, we ask them to come one extra month after their term is completed in order to help ease the transition of new members. The first month of the new cycle always includes an orientation/review of the expectations and the process used in the meetings. General expectations of team members are:

* Team members should develop a full understanding of the HBC missions strategy, choosing a missionary, and the support grid.
* Team members should prepare for team interviews and meetings with diligent prayer. Necessary materials (applications, questionnaires, notes, etc.) are emailed in advance to the team members.
* Team members should be faithful in team meeting attendance (on time and prepared).
* Team members should proactively pray for the preparation of new HBC missionaries.
* Team members should practice regular, informed, and passionate prayer for HBC’s missions pastor, administrative assistant, and missions ministry.
* Team members should help provide direction and leadership to HBC’s missions selection team ministry by offering input.
* Team members should reflect a faithful commitment to HBC in attendance, involvement, giving, and general support.

The missions pastor must approve the missionary candidate before they reach the selection team process. The missions pastor has already interviewed the candidate and read through the personal questionnaire and application before the candidate reaches the selection team. The selection team previews all of these documents in advance to help form questions for the candidate once the candidate meets with them.

HBC does reference, criminal, and credit background checks. This is important to do because the missionaries are representing Christ and the church on the field. Most missions agencies also require a background check. This helps with trust and making sure that the church is being the best steward possible.

When a candidate is invited to present to the selection team, they receive a letter similar to the one below. Note that the candidate received a copy of our missions strategy when they received our application.

Tom,

This is your formal invitation to present yourselves and your ministry to our Missions Selection Team on Sunday, February 12.  We would like you to present at 4:30 p.m.  You should plan for 10 minutes to present and 10 minutes for Q & A, no pressure. ☺

When you present, please do not include your salvation testimony, as the team already has your application and questionnaire with that included.  There are 4 questions that you should incorporate as a portion of your presentation.  They are:

1. How did you determine where you will serve?
2. What do you anticipate your ministry to be?
3. What will you contribute to the ministry?
4. How does your desire fit in with the strategy of Heritage Baptist Church?

We encourage you to come the day before.  We will provide reimbursement for your mileage and provide housing for you in one of our Missions Houses.  Please let Mary Smith, my Administrative Assistant, know your confirmed time of arrival and departure so that we can plan accordingly.

Sunday morning we have multiple services; children's programs are during the 9:30 and 11 am services.  You are invited to my Adult Bible Fellowship class, it is called Cross Connections.  Mary will help coordinate MK Buddies for your children while here at church.  Our evening service is at 6 p.m. and you are welcome to stay, but that is not required noting that you may need to return home for work, etc.  The housing is blocked off from Friday to Monday. Please confirm the final times/dates with Mary.

A Selection Team member will take you to dinner on Saturday night.

We look forward to having you here. Let me know if you have any questions.

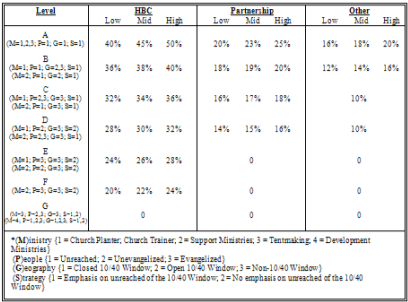
With you, serving Him,

At the conclusion of the missionary candidate presentation, the Q & A often goes longer than the 10 minutes planned for. The candidate is then thanked and excused. Conversation continues for up to 30 minutes as we recap what we heard in relation to that which we had already studied about the candidate. We then again commit the process and the decision to prayer until we meet a month later. If questions arise during that month they are emailed to the missions pastor who then asks the candidate and forwards the response to the entire selection team. By design, no candidate is approved in less than a month, and many take several months before a decision is finalized by the selection team. As part of the screening process of Heritage, we do not present the candidate to the church until they have received approval from the selection team.

The decisions of the missions selection team are often unanimous, though we only require a consensus. The missions pastor forms the agenda and strategy for the meeting but encourages the team to do the talking. He values the opinion of the team and wants their input. On paper, the ultimate approval comes from the mission pastor, but in the real world he is wise to listen and apply the input of the nine team members rather than rely on just himself. The approval of the selection team equates a recommendation to the pastors and the deacons. The approval of the pastors and deacons equates a recommendation to the church, and church approval finalizes the process of becoming a new HBC missionary.

Support Grid Overview

After the selection team has approved the missionary, they then utilize the support grid guideline to determine the recommended support level. This grid guideline is the primary tool that orchestrates the strategy into reality. It is good to remind ourselves that the grid is not set in stone, it is only a guideline. We recognize that the Holy Spirit can work through the development of a grid process as well as outside the grid process. We use the grid to minimize subjectivity and keep us aligned with our strategy. This helps to assure that some missionaries do not receive a higher percentage of support simply due to better presentation skills.

The grid guideline consists of 12 questions. Sample questions from the grid include: What type of work will you be doing? What primary people group will you be reaching? Is your ministry (current/anticipated residence) located in the 10/40 window?

Questions 1-7 determine where the missionary falls in rows A through G *[See grid on left. Also the entire grid, questions, and explanations are on the following pages.]*. Question 8 determines the missionary’s relationship to HBC and which column grouping they align under: HBC, Partnerships, or Other. Questions 9-11 reference their anticipated usefulness on the field which yields their exact placement on the grid. Then question 12 asks, “Has the Holy Spirit worked inside this team to show us to do anything different?”

Since our burden is planting indigenous churches which preach the gospel to the ends of the earth, our priority is to be involved with pioneer church planters and infant church trainers. Some may feel called to be a church planting pastor. They feel led to plant and pastor a church in an unreached area and remain pastor rather than turn the work over to a national and plant other churches. Since we would want that church to become indigenous and eventually support the pastor themselves, the length of our financial commitment would be based on the indigenous strategy. After the infant church has matured we would begin to discuss with the missionary a gradual decreasing of financial involvement from Heritage until the planted church was totally financially independent.

Support ministries–teaching, medical, business, and social ministries–which are directly connected with and have a specific strategy for evangelism, discipleship, and church planting are given the next priority. In closed or restricted countries where it is impossible to enter as a church planter, such ministries will be given the same priority as church planters. If the country is not restricted or closed, then these ministries will be held as the next priority below church planters or trainers.

Heritage does not support social-type ministries that are not directly involved in assisting in the establishment of a local body of believers. We believe there is a need for such ministries, but our priorities do not currently provide for such ministries to be supported by Heritage.

This sets the type of works that we hold to be a priority. The direction and location of ministry are as important in our priority as the type of work. Our priority is to reach the unreached people (direction) of the 10/40 Window (location). This would occur primarily in the 10/40 Window, then to those unreached outside the 10/40 Window, and finally to those outside the 10/40 Window who would better be able to reach those in the 10/40 Window. Notice how this is carried out in the grid and explanation that follows.

We do not consider the grid to be a cold, mechanical, or calculating system. Much prayer, fasting, and deliberation is a part of every individual decision for support. The grid system gives us a guide in determining how closely a missionary fits Heritage’s strategy and the degree of financial involvement we might have. The entire process, however, is under the control of the Holy Spirit. As the selection team researches an area, examines the candidate, and prays for divine wisdom, the process is constantly subjected to the leading of the Lord.

Support Grid Questions With Explanations

**Questions Determining Placement On The Grid:**

**1.) What type of work will you be doing?**

Church Planting/Church Trainer Go to question #2

Support ministries Go to question #2

Tentmaker ministries Go to question #7

Development ministries Place on level G

{To correspond with our priority structure, a person going into a church planting or church training ministry will qualify for greater support than those going into support or tentmaking ministries, except where it is impossible to get in as a church planter or church trainer. HBC strongly believes in the importance of the establishment of local churches in order to more effectively fulfill the Great Commission. We, therefore, place priority on this type of ministry.}

**2.) What is the primary people group to whom you will be ministering or reaching?**

Tribal, Hindu, Unreligious/Chinese, Go to question #3

Muslim, Buddhist, or Jewish

Others Go to question #5

{91% of the 10,000 unreached people groups are either Muslim (3,400), Tribal (2,100), Hindus (1,800), Chinese (900), or Buddhist (900). Heritage, with its strategy for the unreached people groups, places a greater priority on reaching these people.}

**3.) Is your ministry (current/anticipated residence) located in the 10/40 Window?**

Yes Go to question #4

No If Church Planting/Trainer then place on level B

If Support then place on level C

{97% of the unreached peoples of the world live in the 10/40 Window. Heritage, with its strategy for the unreached people groups, places a greater priority on reaching these people.}

**4.) Is your ministry (current/anticipated residence) located in a restricted/closed country?**

Yes Place on level A

No Place on level B

{With so many people focusing on the open countries, Heritage places a priority on reaching the unreached or those deemed unreachable and who would normally be overlooked in the strategy of others.}

**5.) Is your ministry’s strategy to reach people in the 10/40 Window?**

Yes If Church Planting/Trainer then place on level C

If Support then place on level D

No Go to question #6

{Feeling that God has led us to our strategy of focusing on the unreached people groups, we feel that it is only consistent to have those ministries that we support also focus on the 10/40 Window and the unreached people who are there.}

**6.) Is the country to which you are going unevangelized?**

Yes If Church Planting/Trainer then place on level D

If Support then place on level E

No If Church Planting/Trainer then place on level E

If Support then place on level F

{Heritage’s strategy is to focus on those who have not heard or have no opportunity to hear the gospel. In accordance with this, we value ministries that reach those who have less of a chance of hearing or being able to hear the gospel.}

**7.) Is your ministry (current/anticipated residence) located in a restricted/closed country?**

Yes Place on level A

No Place on level G

{With so many people focusing on the open countries, Heritage places a priority on reaching the unreached or those deemed unreachable and who would normally be overlooked in the strategy of others.}

**Additional Questions for the Grid:**

**8.) What is your relationship to Heritage?**

Full member (of at least 4 years) Use the Heritage column

Full member (of less than 4 years) Use the Other column

Partnership church member Use the Partnership column

Other church member Use the Other column

{To be considered as a sent missionary of HBC, a person must have been an official member of the church for at least four years prior to presenting to the selection team. If they present to the selection team prior to being an official member of least four years, then their status does *not* change after being an official member for four years. This official member should be a tithing, year-round, voting member of the church, consistently involved in ministry.

Those individuals who have grown up at HBC may count up to 3 years of active ministry (as verified by Pastor Kent) toward the 4 year membership requirement before presenting to the Selection Team to be a Sent Missionary of Heritage. The fourth year of membership must be completed after taking New Connections and becoming an official member of HBC, which must occur at or after age 18.

For an applicant to qualify to be sent by HBC, he must be personally known by the congregation - normally someone who has grown up in the church, received his burden and call to missions through the church, and has proven already his faithfulness and himself in the ministry through the church. This would be a person the church leadership and members would feel comfortable in knowing the person’s convictions and preparation for ministry. The church takes on the responsibilities of financial, spiritual, emotional, and physical support of that ministry. The missionary and church remain in regular correspondence and contact. A close bond/relationship exists and is maintained during his ministry on the field and on furlough. When on furlough, the missionary becomes HBC’s Missionary Resident, taking on some staff roles in visitation and leadership while being able to get spiritually re-charged.

Our next level of commitment is to those of partnership churches. We desire, though don’t require, these churches to be within a 350-mile radius of Lynchburg. This lessens the missionary’s travel distances, both for pre-field ministry and furlough, to enable him to have a more relaxing furlough period. These churches would be like-minded in doctrine and philosophy of ministry, and therefore have probably already supported at least one “sent” missionary of Heritage.

Our final level of commitment is to those who are neither from Heritage or a Partnership church.}

**9.) Do you meet at least 3 of the 4 following criteria? [Yes = Mid range; No = Low range]**

Ministry in a strategic city (capital or greater than 5%)

Working in a team (same work with people in the same agency)

Field experience (same field)

Strategy (reproducing leaders)

{*Strategic City* - There are areas of the world that for economic, social, political, or other reasons, have tremendous influence over the country/continent/world. For example, Brussels, Belgium (home of NATO and the World Common Market) would have a tremendous impact on the world with the Gospel, if reached.

*Team Work* - HBC believes strongly in the team concept for a number of reasons: spiritual, moral, financial, and emotional support, thereby improving the missionary’s “survival rate” on the field. Additionally, a team can produce positive results quicker than one who is attempting to go solo. Strategy, camaraderie, and support are all improved when working with a team. Team work with some will be limited not by desires of cooperation but by a need for separation *[for more information, please see our policy on “Separation and Cooperation.”]*

*Field Experience* - A person who has field experience can usually adapt more readily in his environment than someone who has never had the experience. This enhances that person’s potential success rate of staying on the field when things begin to get tough. We understand field experience to be time spent in that geographical area or with that people group (while the candidate may only meet one of these to qualify, we would prefer both as well as actual experience in the ministry they are going to work in).

*Strategy* - Does the applicant have a ministry strategy for becoming indigenous and for training national leadership? Though we realize that each part of the world and each people group varies in how soon this may occur, we propose the question and anticipate the missionary to have some sort of game-plan as to how he may be developing national leadership for the purpose of indigenization. In other words, is the missionary preparing and planning on ways to “work himself out of a job” or is he simply attempting to “build an empire?”}

**10.) Were you an HBC Missions Intern or have you been a full member of HBC, serving faithfully, for at least 8 years?**

Yes Go from Low to Mid or Mid to High range

No Remain at Low or Mid range

{The person being considered for support has been interned at HBC under our ministry-oriented program.}

**11.) Has the candidate demonstrated a history and practice of personal evangelism?**

Yes Move from Low to Mid or Mid to High or from High to Mid of next level

No Move to Low on current level

{We place an emphasis on evangelism and have more faith in someone evangelizing in their ministry if they have already made evangelism a regular part of their Christian walk. This is not to say that someone cannot start evangelizing when they get into ministry but it does recognize the faithfulness and probable involvement of someone to continue a practice that they are already doing. The failure to evangelize before entering the ministry of missions will not prevent someone from serving in missions but the failure to evangelize after entering the ministry of missions will prevent them from remaining in that ministry.}

**12.) Has the Lord worked specially in the Selection Team for them to subjectively move the candidate on the grid?**

Yes Movement at the discretion of the Selection Team and the Missions Pastor

No Stay with the place on the Grid

{This provides the Selection Team some room for special considerations with the applicant. There are times during the interview and application screening process where God can speak to the team members concerning the ministry and person making application for support. We need to be open to His leading during the entire selection process. This provides for a “spiritual subjectivity” that would allow the team to consider the candidate for a different level of support.}

Support Grid Definitions

It is the goal of Heritage Baptist Church to affect this world with the gospel of Jesus Christ. It is a fact today that over half of the world’s population (3 billion people) have never heard the Gospel of Jesus Christ for the first time. Therefore, in order to have a positive effect on reaching the lost with the Gospel, we have developed the following missions definitions:

**10/40 Window:** The area of the world between latitudes 10° and 40° north of the equator covering North Africa, the Middle East, and Asia. The window has in view most of the world’s areas of greatest physical and spiritual need, most of the world’s least-reached peoples and most of the governments that oppose Christianity. The countries of the 10/40 Window (countries that are currently listed by Joshua Project as unreached or least reached—ref. <http://joshuaproject.net/10-40-window.php>) are Afghanistan, Albania, Algeria, Azerbaijan, Bahrain, Bangladesh, Benin, Bhutan, Brunei, Burkina Faso, Cambodia, Chad, China (including China, Hong Kong and China, Macau), Djibouti, East Timor, Egypt, Eritrea, Ethiopia, Gambia, Guinea, Guinea-Bissau, India, Indonesia, Iran, Iraq, Israel, Japan, Jordan, Kazakhstan, Kuwait, Kyrgyzstan, Laos, Lebanon, Libya, Malaysia, Maldives, Mali, Mauritania, Mongolia, Morocco, Myanmar, Nepal, Niger, Nigeria, North Korea, Oman, Pakistan, Qatar, Saudi Arabia, Senegal, Somalia, Sri Lanka, Sudan, Syria, Taiwan, Tajikistan, Thailand, Tunisia, Turkey, Turkmenistan, United Arab Emirates, Uzbekistan, Vietnam, Westbank/Gaza, Western Sahara and Yemen.

**Christians:** Those who by grace alone and through faith alone in the atoning work of Christ have been regenerated by the Holy Spirit. This includes those who claim to have had a conversion experience.

**Church Planter:** A church planter is one who ministers to an unreached and/or a reached people group to establish a local New Testament church which will become indigenous. This may be the one who functions as the pastor or those that are assisting on the church planting team–working in music, youth, education, or other church-support roles.

**Church Trainer:** A church trainer is one who ministers to pastors and church leaders of an unreached and/or a reached people group to train and help them as they lead and/or establish a local New Testament church.

**Closed/Restricted Countries:** Countries that limit or prevent Christian ministry done through expatriates as missionaries. In these countries, missionaries must seek secular avenues of entry, such as business, medical work, teaching and other means. Countries in this category have traditionally been Communist and Muslim, but today most are Muslim.

**Development Ministries:** A development worker is one who works in a social development work such as food distribution, land development, farming, training of social skills, etc. There is either little or no emphasis on evangelism or plan to make evangelism a part of the work.

**Evangelicals:** The subdivision of Protestantism (including Anglicans and non-Western evangelical groups which generally emphasizes: 1. The Lord Jesus Christ as the sole source of salvation through faith in Him; 2. Personal faith and conversion with regeneration by the Holy Spirit; 3. A recognition of the inspired Word of God as the only basis for faith and Christian living; 4. Commitment to biblical preaching and evangelism that brings others to faith in Christ.

**Evangelized People Groups:** A people where the majority have heard the gospel with such cultural and personal relevance that it results in sufficient understanding to accept Christ by faith as a believer or to reject Him.

**Indigenization:** The process of a national, mission-planted church becoming self-supporting, self-governing, and self-propagating under national, not foreign, leadership and control.

**Internationals:** A large group of displaced individuals located in a foreign land (for our purposes they would be a combination of individuals from people groups following the major world religions or from the 10/40 Window - with no one majority to designate the group otherwise).

**Nominal Christians:** Those who profess to be a Christian, usually because of their family or cultural upbringing, but who do not claim a conversion experience and show no evidence of such.

**Sending Church/Sent Missionaries:** The Sending Church is that church from which the missionary is a member, which commissions the missionary, and sends them to the field. The church has the greatest responsibility and accountability to this missionary and in turn the Sent Missionary has the greatest responsibility and accountability to this church.

**Support Ministries:** A support worker is one who works in a para-church ministry in a restricted or open country with the focus of helping to establish or strengthen a local New Testament church. This may be the one who works in medicine, education, aviation, or other support roles.

**Supporting Church/Supported Missionaries:** A Supporting Church is a church which takes on the missionary for support. Supported missionaries are accountable to their supporting churches but not to the same level as they are to their sending church.

**Tentmaking Ministries:** A tentmaker is one who works in a closed or restricted country with the focus of helping to establish or strengthen a local New Testament church. Because of the hostility of the country, this may be the one who works in business, medicine, education, or other non-traditional missionary roles.

**Unevangelized People Groups:** A people where the majority have never heard the gospel with such cultural and personal relevance that it results in sufficient understanding to accept Christ by faith as a believer or to reject Him.

**Unreached People Groups:** A people where there is no viable indigenous church movement with sufficient strength, resources, and commitment to sustain and ensure the continuous multiplication of churches.

Missions Support Grid For \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ On \_\_\_/\_\_\_/\_\_\_

In order to prevent subjectivity and keep us focused on our strategy we have developed a grid system for missionary selection and determining amounts of support. This is not a cold, mechanical or calculating system. Much prayer, fasting and deliberation is a part of every individual decision for support. The grid system gives us a guide in determining how closely a missionary fits Heritage’s strategy and the degree of financial involvement we might have. The entire process, however, is under the control of the Holy Spirit. As the selection committee researches an area, examines the candidate and prays for divine wisdom and direction, the grid system is subjected to the leading of the Lord.

The grid system is preceded by a series of questions which, along with the candidate’s status, determines a candidate’s position on the grid. After determining this position, additional questions determine the candidate’s support in that position’s range. The questions are based on our priority structure for support.

**Priority Structure for Support:**

Since our burden is planting indigenous churches which will carry out the Great Commission to the ends of the earth, our priority is to be involved in pioneer church planters and infant church trainers. Some may feel called to plant and pastor a church in an unreached area and remain pastor rather than turn the work over to a national. Since we would want that church to become indigenous, the length of our financial commitment would be based on the indigenous strategy.

Support ministries, teaching, medical, business, and social which are directly connected with and have a specific strategy for evangelism, discipleship, and church planting are given the next priority. In closed or restricted countries where it is impossible to enter as a church planter, such ministries will be given the same priority as church planters. If the country is not restricted or closed, then these ministries will be held as the next priority below church planters or church trainers.

Heritage does not support social-type ministries that are not directly involved in assisting in the establishment of a local body of believers. We believe there is a need for such ministries, but our priorities do not currently provide for such ministries.

This sets the type of works that we hold to be a priority. The location and direction of ministry is as important in our priority as the type of work. Our priority is to reach the unreached people (direction) of the 10/40 Window (location).

**Questions determining Placement on the Grid:**

**1.) What type of work will you be doing?**

Church Planting/Church Trainer Go to question #2

Support ministries Go to question #2

Tentmaker ministries Go to question #7

Development ministries Placement on level G

**2.) What is the primary people group to whom you will be ministering or reaching?**

Tribal, Hindu, Unreligious/Chinese Go to question #3

Muslim, Buddhist, or Jewish

Others Go to question #5

**3.) Is your ministry (current/anticipated residence) located in the 10/40 Window?**

Yes Go to question #4

No If Church Planting/Trainer then placement on level B

If Support then placement on level C

**4.) Is your ministry (current/anticipated residence) located in a restricted/closed country?**

Yes Placement on level A

No Placement on level B

**5.) Is your ministry’s strategy to reach people in the 10/40 Window?**

Yes If Church Planting/Trainer then placement on level C

If Support then placement on level D

No Go to question #6

**6.) Is the country to which you are going unevangelized?**

Yes If Church Planting/Trainer then placement on level D

If Support then placement on level E

No If Church Planting/Trainer then placement on level E

If Support then placement on level F

**7.) Is your ministry (current/anticipated residence) located in a restricted/closed country?**

Yes Placement on level A

No Placement on level 10**Additional Questions for the Grid:**

**8.) What is your relationship to Heritage?**

Full member (of at least 4 years) Use the Heritage column

Full member (of less than 4 years) Use the Other column

Partnership church member Use the Partnership column

Other church member Use the Other column

**9.) Do you meet at least 3 of the 4 following criteria? [Yes = Mid range; No = Low range]**

Ministry in a strategic city (capital or greater than 5%) Field experience (same field)

Working in a team (same work with people in the same agency) Strategy (reproducing leaders)

**10.) Were you an HBC missions Intern or have you been a full member, serving faithfully, for at least 8 years?**

Yes Go from Low to Mid or Mid to High range

No Remain at Low or Mid range

**11.) Has the candidate demonstrated a history and practice of personal evangelism?**

Yes Move from Low to Mid or Mid to High or from High to Mid of next level

No Move to Low on current level

**12.) Has the Lord worked, specially, in the Selection Committee for them to subjectively move the candidate on the grid?**

Yes Movement at the discretion of the Selection Team and the Missions Pastor

No Stay with the placement on the Grid

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Level** | |  | **HBC**  Low Mid High |  |  | **Partnership**  Low Mid High |  |  | **Other**  Low Mid High | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  | A  (M=1,2,3; P=1; G=1; S=1) | |  | 40% 45% 50% |  |  | 20% 23% 25% |  |  | 16% 18% 20% | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  | B  (M=1; P=1; G=2,3; S=1)  (M=2; P=1; G=2; S=1) | |  | 36% 38% 40% |  |  | 18% 19% 20% |  |  | 12% 14% 16% | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  | C  (M=1; P=2,3; G=3; S=1)  (M=2; P=1; G=3; S=1) | |  | 32% 34% 36% |  |  | 16% 17% 18% |  |  | 10% | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  | D  (M=1; P=2; G=3; S=2)  (M=2; P=2,3; G=3; S=1) | |  | 28% 30% 32% |  |  | 14% 15% 16% |  |  | 10% | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  | E  (M=1; P=3; G=3; S=2)  (M=2; P=2; G=3; S=2) | |  | 24% 26% 28% |  |  | 0 |  |  | 0 | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  | F  (M=2; P=3; G=3; S=2) | |  | 20% 22% 24% |  |  | 0 |  |  | 0 | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  | G  (M=3; P=2,3; G=3; S=1,2)  (M=4; P=1,2,3; G=1,2,3; S=1,2) | |  | 0 |  |  | 0 |  |  | 0 | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  |  | |  |  |  |  |  |  |  |  | | | | |
|  |  | \*(**M**)inistry {1 = Church Planter; Church Trainer; 2 = Support Ministries; 3 = Tentmaking; 4 = Development Ministries}  (**P**)eople {1 = Unreached; 2 = Unevangelized; 3 = Evangelized}  (**G**)eography {1 = Closed 10/40 Window; 2 = Open 10/40 Window; 3 = Non-10/40 Window}  (**S**)trategy {1 = Emphasis on unreached of the 10/40 Window; 2 = No emphasis on unreached of the 10/40 Window} | | | | | | | | |  |  |  |  |
|  |  | |  |  |  |  |  |  |  |  | | | | |

***Note that support amount is based on percentages, but it shall not be less than $400/month (cf. “Significant Support” strategy).***

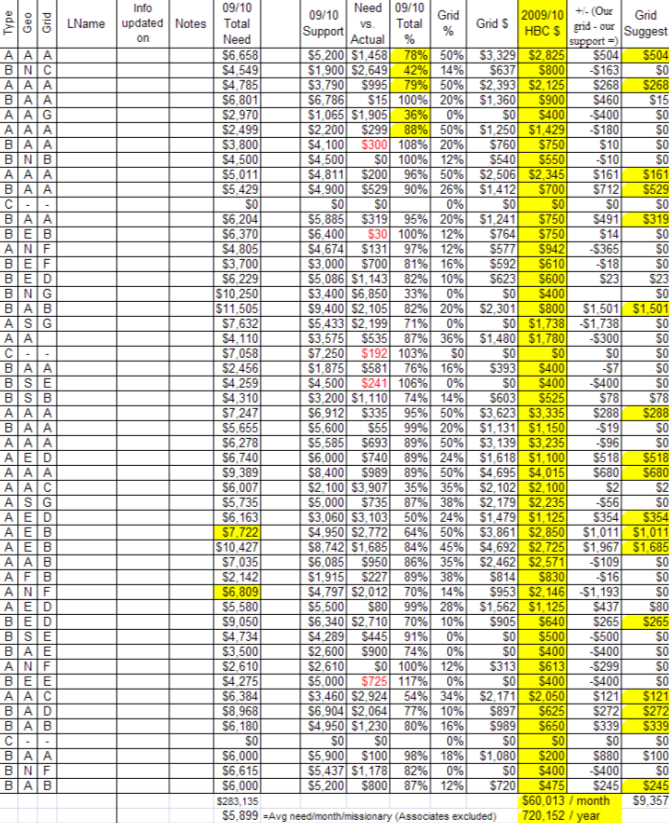
**Support Need/Month = $\_\_\_\_\_\_\_\_\_ Sending church (if not HBC) support level $\_\_\_\_\_\_\_ = \_\_\_\_\_\_\_%**

**Comparison to others who land on the grid the same - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

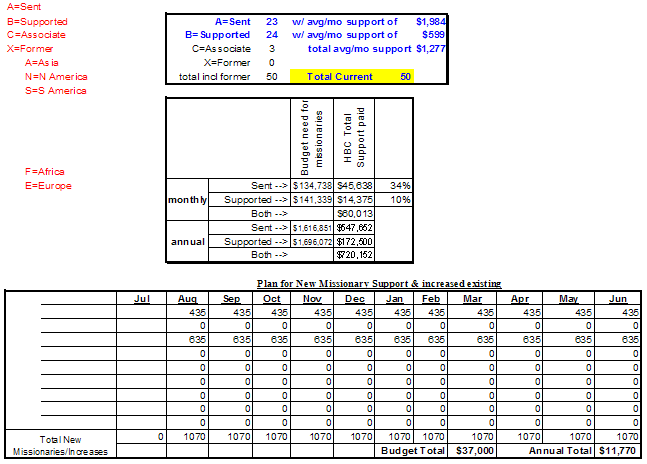
**Notes/Comments - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Recommendation of Selection Team is $\_\_\_\_\_\_\_ = \_\_\_\_\_\_\_% Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_**

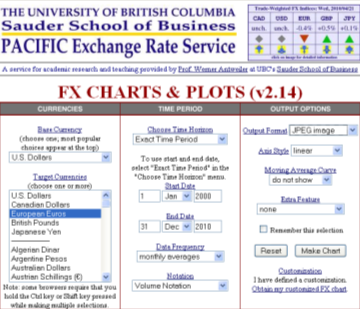
Summary Spreadsheet Of HBC Missionary Support Levels

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**HBC Missionary Support Levels And Rationale**



Proactively Consider The Devaluation Of The Dollar

Everyone is aware that the US dollar has devalued in comparison to most other countries. Some missionaries have effectively lost a third of their income as the dollar was converted to their country’s currency. When that happens the church should be proactive in efforts to assist. The church should exercise stewardship by knowing specifically how much the missionary has been impacted. We have found this website to be very helpful to graphically see the impact of fluctuating currencies: http://fx.sauder.ubc.ca/plot.html. For the graphic version, utilize the setting in the screen image depicted on the right. Select the appropriate settings as desired for the country and time frame you wish to evaluate. For a data version in an Excel spreadsheet, see http://fx.sauder.ubc.ca/data.html.

Factors to determine the impact on the missionary include the following:

* What was the exchange rate when their budget/support level was established?
* What is the exchange rate now?
* How much of their support is transferred overseas? You don’t need to compensate for dollars that stayed stateside for retirement, insurances, agency fees, etc. These dollars did not devalue through conversion.

This chart comparing the Euro to the USD makes it clear to see why many missionaries were hurting (and some still are) as they lost buying power when the dollar fell hard starting in 2002. At one point it had lost 35% of its value! That is a huge pay cut! So if a missionary went to the field around the turn of the century with a budget based on the exchange rate then, their finances were clearly devastated. Those who remained on the field were able to do so as they received extra giving in response to their appeals and as they took from their retirement funds.

However, those who went to the field during the mid-nineties had their original budgets based on different conversion rates. As you can see from the chart to the right, the low experienced in 2004-2005 was the norm

before the dollar’s value spiked *upward* at the turn of the century.

This accentuates the need to have reasonably current budgets from each missionary and to know the conversion rate the budget is based upon.

At Heritage we calculated how much of our support was lost when the dollar was converted to the currency of our missionaries and sent that much in additional support. We also made it clear that this would not be an ongoing practice. We began requiring annual budgets that would be based on the then current conversion rate. As we adjusted our support levels to the new budgets, the devalued dollar was incorporated into the budget and the extra compensation was no longer needed.

*This budget process is a good time to* **ensure** *that the missionary is* **adequately** *caring for his family.*

We now utilize the above website to verify the calculations utilized in new budgets; therefore, we no longer give currency fluctuation compensations as it is incorporated in the budget.

Budget Verification With Existing Missionaries

A new budget is requested each year from every missionary due to changing economies and the valuation of the dollar. We have a responsibility to our missionaries to see that they are funded properly and we need to be good stewards of that which has been entrusted to us.

*Carefully stated* **expectations** *are always better than* **assumed** *ones.*

We want to be sensitive to our missionaries’ time noting that if all their churches required forms, questionnaires, budgets, etc. that it would be difficult to get any work done. When we started asking for budgets, we sought to make it simple and had them send it utilizing whatever format they had it for their agency. The problem was that it was not possible for us to compare anything as everyone had different expenses in different categories; the budgets were useless to us. We then developed a simplified budget form *[See page 51]* that was comparable to several we had received and began using it. In regard to the extra effort required, if we were only supporting them at $100/month, we would not have felt comfortable requesting this of the busy missionaries. However, because we give significantly more ($600/month average to supported missionaries and almost $2000/month to sent missionaries) and we need to be good stewards, we must ask.

This budget process is a good time to ensure that the missionary is adequately caring for his family. Does he have health and life insurance, a retirement fund, etc.? We suggest placing all the missionary budgets on a single spreadsheet for comparison purposes. This does not answer all the questions but it may generate some conversation. Be careful to be sensitive to cost of living variations between countries and even inside the same country. Note that it is substantially more expensive to live in northern Virginia than it is in southern Virginia.

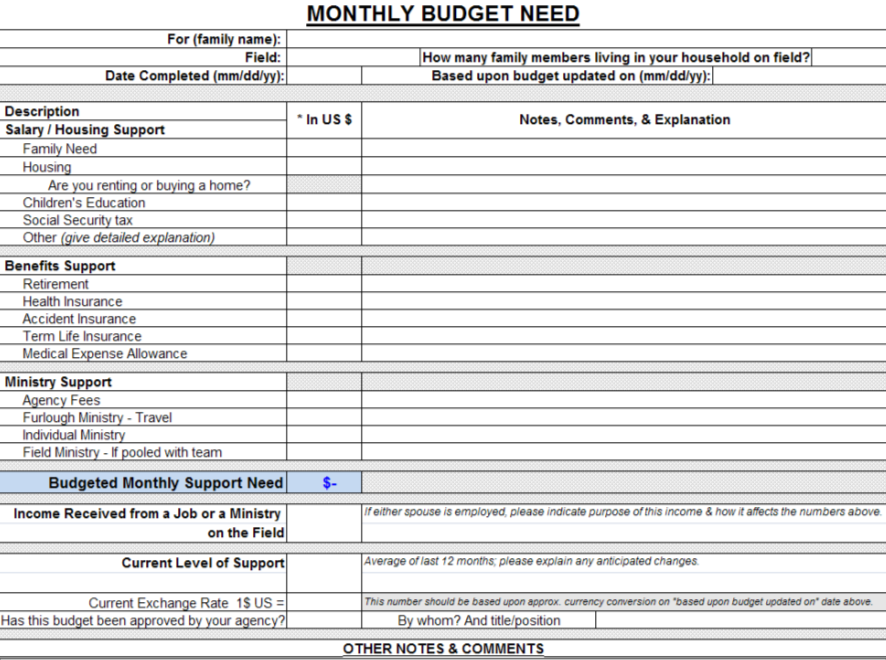
We also have one spreadsheet that we utilize as a status overview of the budgets, needs, and our current support levels for each missionary. This spreadsheet is also very helpful when planning and budgeting for new missionaries. *[See Summary Spreadsheet of HBC Missionary Support Levels on page 46.]*

Missionary Agreements

HBC has a signed agreement with each of our sent and supported missionaries. *[See pages 52 and 53.]* In that agreement, you will notice that the missionary cannot solicit money from individuals in the church. This is an outflow of our strong conviction that the church sends the missionary, not individuals. *[Please see the FAQ “What If an Individual Wants to Give to a Specific Missionary Through the Church?” on page 102]*

We ask our missionaries to sign this agreement every few years to help them remember our commitment to them and their commitment to us. Carefully stated expectations are always better than assumed ones. *[See HBC Missionary Agreements starting on page 52 ]*

Monthly Budget Form



Heritage Baptist Church’s Agreement With Our Sent Missionaries

HBC Missionary Aements

This represents an understanding and agreement between Heritage Baptist Church &**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.

If at any time it becomes impossible for either Heritage or the missionary to abide by the mutual commitments made here, then it is necessary that they notify the other in order that the continuance of the relationship can be re‑examined. For the purpose of understanding this relationship, missionaries who are sent from the church are considered members of the church's missionary staff and are expected to recognize Heritage as the final authority, as authorized by God, in matters of ministry.

**HERITAGE BAPTIST CHURCH AGREES TO:**

1. Faithfully and regularly pray for the missionary and their family, as well as the people and ministry to which God has called them.
2. Commit to the support of this missionary through love, appreciation, encourage­ment, and finances.
3. Seek to be an encouragement to the missionary on the field through regular and sustained personal correspondence.
4. Provide spiritual counsel and direction for the missionary in decisions relating to field of service, nature and scope of ministry, as well as personal matters.
5. Develop a sense of team work and unity with the missionary through communication, consultation, and planning between Heritage, the missionary, and the missions agency.
6. Develop a sending team for an increased level of support for the missionary in the areas of communication, prayer, and mailing of their prayer letter (see our “Sending Team” policies for more information).

**THE MISSIONARY AGREES TO:**

1. Notify the Missions Pastor if your doctrinal statement changes from that of the doctrine of HBC.
2. Maintain the ministry as originally accepted or supported by the church. This ministry includes both the geography and people group of the approved assignment.
3. Seek prior approval of Heritage and their supporting churches if they are considering changing their ministry since they are considered part of the ministry and staff of these churches.
4. Provide reports of their ministry and work no less than every three months.
5. Submit an updated budget, requested annually, minimum requirement once every two years.
6. Along with their agency, to not solicit funds from members of Heritage except through the approved budget allocation process. An exception is to make a brief mention of a need (not a plea) in a prayer letter. Special financial needs, in addition to that which is approved in the annual budget, are to be made known to the church through the Missions Pastor or Missions Administrative Assistant. If offered, funds from individual members of the church should not be accepted until the following has happened:
7. You remind the individual that you are being well provided for by Heritage Baptist Church and such provision is only possible as a result of steps of faith in the budget process and sacrificial giving by those who attend Heritage.
8. You remind the individual that the budget provides for increases to missionaries in need through the verification and approval process. The budget also provides a substantial amount for projects that are designated by the Senior Pastor and the Missions Pastor. These increases to our missionaries and projects are made possible when the budget is fully funded through the faithful giving of tithes and offerings of God’s people at Heritage.
9. If the tithing Heritage member understands that this gift is in addition to their regular pattern of tithes and offerings then suggest submitting it to Heritage in their offering envelope designated with the missionaries name/project on it. It will then be forwarded to the missionary in addition to the budgeted amount committed to by the budget process. The special gift(s) will be indicated on their giving statement from the church therefore providing everything needed for appropriate tax deductions.
10. The Missions Pastor should be notified that this has happened and how you handled it. There is no need to mention the person’s name who is giving the gift(s).

This agreement, in order to respect the spirit of mutually assumed responsibilities, does not address every detail of our relationship. It is hoped that the bond of our relationship will be such that full, faithful and mutual understanding will always exist between the church and our missionary staff. Communication will be a key in enhancing this relationship and in avoiding misunderstanding.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Missionary Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Allen Waldrep, Missions Pastor Date

Heritage Baptist Church’s Agreement With Our Supported Missionaries

This represents an understanding and agreement between Heritage Baptist Church and **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.

If at any time it becomes impossible for either Heritage or the missionary to abide by the mutual commitments made here, then it is necessary that they notify the other in order that the continuance of the relationship can be re‑examined. For the purpose of understanding this relationship, missionaries who are supported by the church are considered members of the church's missionary staff and are expected to recognize their sending church as the final authority, as authorized by God, in matters of ministry.

**HERITAGE BAPTIST CHURCH AGREES TO…**

1. Faithfully and regularly pray for the missionary and their family, as well as the people and ministry to which God has called them.
2. Commit to the support of this missionary through love, appreciation, encourage­ment, and finances.
3. Seek to be an encouragement to the missionary on the field through regular and sustained personal correspondence.
4. Provide spiritual counsel and direction for the missionary, under the authority of their sending church, in decisions relating to field of service, nature and scope of ministry, as well as personal matters.
5. Develop a sense of team work and unity with the missionary through communication, consultation, and planning between the church, the missionary, their sending church, and the missions agency.

**THE MISSIONARY AGREES TO…**

1. Notify the Missions Pastor if your doctrinal statement changes from that of the doctrine of HBC.
2. Maintain the ministry as originally accepted or supported by the church. This ministry includes both the geography and people group of the approved assignment.
3. Seek prior approval of their sending church, Heritage, and their supporting churches if they are considering changing their ministry since they are considered part of the ministry and staff of these churches.
4. Provide reports of their ministry and work no less than every three months.
5. Submit an updated budget, requested annually, minimum requirement once every two years.
6. Along with their agency, to not solicit funds from members of Heritage except through the approved budget allocation process. An exception is to make a brief mention of a need (not a plea) in a prayer letter. Special financial needs, in addition to that which is approved in the annual budget, are to be made known to the church through the Missions Pastor or Missions Administrative Assistant. If offered, funds from individual members of the church should not be accepted until the following has happened:
7. You remind the individual that you are being well provided for by Heritage Baptist Church and such provision is only possible as a result of steps of faith in the budget process and sacrificial giving by those who attend Heritage.
8. You remind the individual that the budget provides for increases to missionaries in need through the verification and approval process. The budget also provides a substantial amount for projects that are designated by the Senior Pastor and the Missions Pastor. These increases to our missionaries and projects are made possible when the budget is fully funded through the faithful giving of tithes and offerings of God’s people at Heritage.
9. If the tithing Heritage member understands that this gift is in addition to their regular pattern of tithes and offerings then suggest submitting it to Heritage in their offering envelope designated with the missionaries name/project on it. It will then be forwarded to the missionary in addition to the budgeted amount committed to by the budget process. The special gift(s) will be indicated on their giving statement from the church therefore providing everything needed for appropriate tax deductions.
10. The Missions Pastor should be notified that this has happened and how you handled it. There is no need to mention the person’s name who is giving the gift(s).

This agreement, in order to respect the spirit of mutually assumed responsibilities, does not address every detail of our relationship. It is hoped that the bond of our relationship will be such that full, faithful and mutual understanding will always exist between the church and our missionary staff. Communication will be a key in enhancing this relationship and in avoiding misunderstanding.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Missionary Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Allen Waldrep, Missions Pastor Date

Missionary Application

Heritage Baptist Church Phone: (434) 237-6505

219 Breezewood Drive Fax: (434) 237-3114

Lynchburg, VA 24502 Email: [awaldrep@HBClynchburg.com](mailto:awaldrep@HBClynchburg.com)

**Special Instructions:** 1) Fill in all the fields that apply. You can enter a field by clicking it with your mouse. Some fields you will need to click on to select (check) the correct answer. Appropriate fields will expand as you type. 2) Review the completed application to ensure every applicable field is filled in and all supporting documents are complete and ready to e-mail. 3) Save this document on your computer so you can send it as an attachment by e-mail. 4) Please send a jpg attachment of a recent photo or mail photo to the church. Families only need one photo of all members that are still living at home. 5) Return the spreadsheet outlining your budgeted monthly support needs. 6) Please create and attach a file marked “Outfit and Passage Financial Needs” giving a detailed breakdown of these O & P needs. 7) Print and keep a copy of the completed application for your records.

**Date application is being completed:**  (MM/DD/YY)    /    /     **Applying as:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | *(Missionary)* Personal Information *(Spouse)* | | | | | | |
| **1.** | Full Name: | | | | Full Name: | | |
| **2.** | Select all that apply.  Marital Single  Separated  Widowed  Status:  Married  Divorced  Remarried | | | | Select all that apply.  Marital Married  Remarried  Widowed  Status:  Divorced | | |
| **3.** | Address (Street, City, State, Zip, Country) : | | | | | | |
| **4.** | Phone: | Fax: | | | E-mail: | | Anniversary: |
| **5.** | Date of Birth  (MM/DD/YY)    /    / | Citizenship: | | | Date of Birth  (MM/DD/YY)    /    / | | Citizenship: |
| **6.** | If you have children, please give their full names, gender, and dates of birth (MM/DD/YY): | | | | | | |
| **7.** | How long have you known Jesus Christ as your personal Savior? | | | | How long have you known Jesus Christ as your personal Savior? | | | |
| **8.** | Briefly explain how and when you became a Christian and what Christ  means to you now. | | | Briefly explain how and when you became a Christian and what Christ  means to you now. | | | |
| **9.** | Briefly describe your call from God into missions. | | | Briefly describe your call from God into missions. | | | |
| **10.** | Briefly describe your daily habit of Bible study, meditation, and prayer. | | | Briefly describe your daily habit of Bible study, meditation, and prayer. | | | |
| **11.** | Share your present practice of evangelism (Direct - one-on-one, verbal;  Indirect - tracts, service projects, hospitality). | | | Share your present practice of evangelism (Direct - one-on-one, verbal;  Indirect - tracts, service projects, hospitality). | | | |
| **12.** | When was the last time you led someone to a saving knowledge of the  Lord Jesus Christ? | | | When was the last time you led someone to a saving knowledge of the  Lord Jesus Christ? | | | |
|  | Explain. | | | Explain. | | | |
| **13.** | List two emergency contacts.  1. Full Name       Relationship  Address  City, State, Zip, Country  Phone       Fax       Email  2. Full Name       Relationship  Address  City, State, Zip, Country  Phone       Fax       Email | | | List two emergency contacts (if different than spouse’s).  1. Full Name       Relationship  Address  City, State, Zip, Country  Phone       Fax       Email  2. Full Name       Relationship  Address  City, State, Zip, Country  Phone       Fax       Email | | | |
|  | *(Missionary)* Preparation Information *(Spouse)* | | | | | | |
| **14.** | What is your occupation or the degree you are working on? | | | What is your occupation or the degree you are working on? | | | |
| **15.** | Name of your employer or school: | | | Name of your employer or school: | | | |
| **16.** | List the schools attended, degrees earned, and years attended. | | | List the schools attended, degrees earned, and years attended. | | | |
| **17.** | What language(s) do you speak or have you studied? And for how long? | | | What language(s) do you speak or have you studied? And for how long? | | | |
| **18.** | What do you believe are your greatest strengths and weaknesses? | | | What do you believe are your greatest strengths and weaknesses? | | | |
| **19.** | Do you have the stamina and health to endure the hardships that are  often experienced on the mission field? (List illnesses or disabilities.) | | | Do you have the stamina and health to endure the hardships that are  often experienced on the mission field? (List illnesses or disabilities.) | | | |
| **20.** | If married, are you and your spouse in agreement in your goals and commitment to serve God in missions? | | | Are you and your spouse in agreement in your goals and commitment to serve God in missions? | | | |
| **21.** | Do you have any debts? If so, give the total amount, a break down of the debts, and how you are planning on liquidating them. | | | | | | |
|  | Field Information | | | | | | |
| **22.** | Where is your mission field? (Country,City, etc.) | | | | | | |
| **23.** | If available, give your field address (Street, City, State, Zip, Country): | | | | | | |
| **24.** | Phone: | | Fax: | | | E-mail: | |
| **25.** | What people group will you be working with? | | | | | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Ministry Information | | | | | | | |
| **26.** | Full Name of Mission Agency: | | | | | | | |
| **27.** | Address (Street, City, State, Zip, Country): | | | | | | | |
| **28.** | Phone: | | | Fax: | | | E-mail: | |
| **29.** | Full Name and position of contact or supervisor at mission agency. | | | | | | | |
| **30.** | I/We have read and understand the “Heritage Baptist Church Missions Strategy.” | | | | | | | |
| **31.** | Have you ever visited the country or worked with the people group to whom you wish to minister? | | | | | | | |
| **32.** | Have you ever been overseas in any capacity? Explain. (List other cross-cultural experiences.) | | | | | | | |
| **33.** | What type of work will you be doing? Will it be, in any way, functioning as a pastor, church leader, or church trainer? Explain. | | | | | | | |
| **34.** | What are your goals and the goals of the mission agency with whom you are going to the field? | | | | | | | |
| **35.** | What strategy do you have for accomplishing these goals? | | | | | | | |
| **36.** | Do you plan to pastor a cross-cultural church?  If so, do you plan to be supported by that church? | | | | | | | |
| **37.** | What additional training are you required to take prior to your mission assignment? | | | | | | | |
| **38.** | What is your target date to arrive on the field? (Be as specific as possible.) | | | | | | | |
|  | *(Missionary)* Support Information *(Spouse)* | | | | | | | |
|  | **Sending Church:** The Sending Church is the church where the missionary is a member. The Sending Church commissions the missionary and sends them to the field. This church has the greatest responsibility and accountability to the missionary and the Sent Missionary has the greatest responsibility and accountability to this church.. | | | | | | | |
| **39.** | Full Name of Sending Church: | | | | | | | |
| **40.** | Address (Street, City, State, Zip, Country): | | | | | | | |
| **41.** | Phone: | | | Fax: | | | E-mail: | |
| **42.** | Name of the pastor (both Senior and Missions if available): | | | | | | | |
| **43.** | Are you a full-member of this church?  If not, what church are you a member of?  How long have you been a member? | | | | Are you a full-member of this church?  If not, what church are you a member of?  How long have you been a member? | | | |
| **44.** | List church ministries in which you have participated and for how long? | | | | | List church ministries in which you have participated and for how long? | | |
| **45.** | List other activities of the church in which you have been involved. | | | | | List other activities of the church in which you have been involved. | | |
| **46.** | What is your total monthly  support level to be raised?  Of this, how much do you  already have committed? | | | If ministry funds are not in the  total, how much are they?  Of this, how much do you  already have committed? | | | What is your total Outfit  and Passage need?  Of this, how much do you  already have committed? | |
| **47.** | What personal funds or prospective personal funds do you have for going to the field? | | | | | | | |
| **48.** | How many supporting  churches do you have?  How many individuals? | | What is the range of monthly  support from your  supporting churches? | | | What is the monthly  support level from  your sending church? | | What is the average monthly  support level from your  supporting churches? |
| **49.** | What is the deadline for your funds to be committed? Explain. | | | | | | | |
| **50.** | Please read and make sure that you agree with our “Doctrinal Statement.” | | | | | | | |
| **51.** | Please comment regarding any areas of the doctrinal statement which you cannot fully agree and/or other ADDITIONAL doctrinal matters about  which you are concerned. | | | | | | | |
| **52.** | In light of the previous matters, could you work with someone who may differ in these doctrinal matters? Explain. | | | | | | | |
| **53.** | Briefly explain your convictions concerning the charismatic movement regarding the areas of the movement itself, tongues, and faith healing. | | | | | | | |
| **54.** | List three character references (at least two should not be relatives):  1. Full Name  Address  City, State, Zip, Country  Phone       Fax       Email  2. Full Name  Address  City, State, Zip, Country  Phone       Fax       Email  3. Full Name  Address  City, State, Zip, Country  Phone       Fax       email | | | | | | | |
| **55.** | Should you become a part of Heritage’s mission family, do you agree to notify the church in writing concerning any change in your doctrinal views or  in the nature/location of your ministry before decisions of such changes are made? | | | | | | | |
| **56.** | Typing your name with the date indicates that you have answered all parts of this application truthfully. It also indicates that you are willing to submit  to a credit and criminal background check.  Signed       Date       Signed       Date | | | | | | | |
| **For HBC**  **use only** | | Reviewed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Decision: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Taken before Selection Team (date): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Accepted / Denied / Held: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |

Missionary Questionnaire - *His*

*Form 3 of 3 required for application to entry the HBC Missionary Development Process (MDP). For the MDP, you will also need to complete the Personal Assessment Questionnaire and the Statement of Mutual Understanding.*

*This form is also utilized for all who are applying for missionary support from HBC.*

*This form will expand as you type, please complete the form, save it on your computer and then send as an attachment to* [*awaldrep@HBClynchburg.com*](mailto:awaldrep@HBClynchburg.com)

As a missionary, you are particularly susceptible to Satan's attacks. You may have been under attack in ways you might not even be aware of. The following questions are prepared to open up areas of discussion. It is hoped that as a result of these discussions, we will be able to help you take care of any areas that need attention in your life so you can be an even better equipped servant of the Lord.

Please do not worry about how we will interpret your answers, or what answer we are "looking for". We are human beings too and have the same or similar weaknesses as you do.

**Name**:       **Date**:

**I am**:

**Name of home church if not HBC**:

**FOR ALL**:

1. Do you currently have an accountability partner? If yes, who?
2. Do you engage in regular personal Bible reading or study?
3. Are you involved in any ministry outside of your home church?

If yes, indicate specifics here:

1. Have you been involved in ministry work at your home church?

If yes, indicate specifics here:

1. Do you spend time regularly praying for concerns other than your own personal and family needs?

1. Do you regularly memorize portions of scripture?
2. Do you regularly spend time praying with people outside your family?
3. Do you seek to share your faith with individuals on a regular basis?
4. Have you personally showed someone how to accept Christ as Savior in the last two months?
5. Have you personally led someone to Christ in the last year?
6. Do you know for sure that there are at least ten people who pray earnestly and regularly for you?

1. In the past year have you looked at any sexually stimulating movies, videos, web pages, or pornography in any form? If yes, please explain
2. Have you, do you, or will you, drink alcohol as a beverage? If yes, please explain

Please explain your position on this issue of drinking alcohol as a beverage.

1. Have you used prescription drugs without a prescription, different than the prescription, or at a time other than for when prescribed? If yes, please explain
2. Have you, do you, or will you use tobacco products? If yes, please explain
3. Have you, do you, or will you participate in gambling or games of chance played for monetary gain? If yes, please explain
4. Have you ever been found guilty of a criminal offense? If yes, please explain
5. Have you ever entered a plea of nolo contendere (no contest) or guilty to a criminal offense? If yes, please explain
6. Has your driver’s license ever been suspended or revoked? If yes, please explain
7. Has any court ever determined that you have committed abuse against a child or spouse? If yes, please explain
8. Have you ever been charged with child abuse or neglect? If yes, please explain
9. In there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance and care of children/youth? If yes, please explain
10. Will a criminal background check reveal anything that should be discussed? If yes, please explain      . *Note that anything learned in background checks that have not been previously explained will be viewed as a violation of trust and will likely disqualify you from our consideration.*
11. Are you presently involved in inappropriate sexual behavior? If yes, please explain
12. Are you generally satisfied with your physical health?
13. Do you consider yourself "overweight"?
14. Do you frequently eat snacks between meals?
15. Do you have any physical, mental, emotional, or medical limitations or impairments that would hinder or interfere with you performing any kind of work or ministry? If yes, please explain
16. Do you have a regular, planned exercise routine in which you exercise at least 60 minutes a week?

1. Do you communicate with all your supporters and prayer partners at least once every three months?

1. Do you report all monetary gifts that you receive, due to your being a missionary, on your tax return?

1. Are you usually "under supported"?
2. Do you currently have any debt? If yes, how much?
3. Do you consider yourself generally a happy person?
4. Do you frequently take on more responsibilities than you should?
5. Are you seeing most of your goals as a missionary being met?
6. Are you satisfied with the missionary work you have done?
7. Does someone in your mission agency periodically evaluate your missionary work and discuss the evaluation with you?
8. Do you find your mission agency leadership generally willing to listen to your concerns?
9. Do you believe that your mission agency has the right focus in the country where you work?
10. Do you have a close friend of the same sex with whom you sometimes share very personal matters?

1. Do you have a close relationship with one of the pastors at your home church?
2. Does your home church provide at least 20% of your support?
3. Are you generally satisfied with your relationship with your home church?
4. Do you find that most church members do not understand what being a missionary is all about?
5. Are there at least three people from this church, other than family or pastors, who communicate with you regularly?
6. If your parents are living, are you particularly concerned about their health and well being?
7. Have you generally had a close and open relationship with your parents?
8. Are your parents generally supportive of your decision to work in missions? If no, explain.
9. Are you generally satisfied with your spiritual health?
10. Are you generally satisfied with your mental health?
11. Are you generally satisfied with your emotional health?
12. Have you suffered the loss of a very close family member or friend in the last 3 years?
13. Does your missionary work sometimes place you in physical danger?
14. Have you had a close call with death in the last three years?
15. Has your house been burglarized or vandalized in the last three years?
16. Have you been personally robbed or assaulted in the last three years?
17. Have you had things stolen from your car or luggage in the last three years?
18. Do you find yourself growing in love for the people you minister to?
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21. How many hours per week, on average, do you watch TV?
22. Do you sometimes use curse words when you are upset?
23. Do you often observe that many of your fellow missionaries are not really doing the job they should be doing?
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25. Will a credit background check reveal anything that should be discussed? If yes, please explain      . *Note that anything learned in background checks that have not been previously explained will be viewed as a violation of trust and will likely disqualify you from our consideration.*
26. Do you own a house or land?
27. Have you invested, or have you strongly considered investing, in precious metals and/or gems?
28. Do you own stocks and/or securities?
29. Are you often concerned that you seem to be better off financially than other missionaries?
30. Are you often concerned that you seem to be worse off financially than other missionaries?
31. Would you like a different missionary assignment from what you expect to be doing when you return?

1. Is your own missionary work often attacked by some organized religion?
2. Is your own missionary work often attacked by government agents?
3. Is your own missionary work often attacked by some other organized effort?
4. Other than the Bible, list what book(s) you have read in the last 12 months
5. What preparations must still be made before entering the field? Please list and describe.
6. What other questions do you think we should be asking our missionaries? Please write out the question along with your answer.

**FOR MARRIED COUPLES**:

1. Do you regularly spend time praying with your wife?
2. If you have children living at home, do you have a regular time to discuss God's Word together as a family?

1. Are you satisfied with the spiritual health of all your children?
2. How will you handle the children’s education on the field?
3. Are you completely satisfied with your sexual relationship with your wife?
4. Do you ever discuss sexual matters with your children?

**FOR SINGLES**:

1. Are you currently in a relationship?
2. Do you anticipate marriage?

Other comments that you would like to share:

Missionary Questionnaire - *Hers*

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**Name**:       **Date**:

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1. Do you currently have an accountability partner? If yes, who?
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Other comments that you would like to share:

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*Missions House Policy – Breezewood Drive Locations*

***(Revised June 2012)***

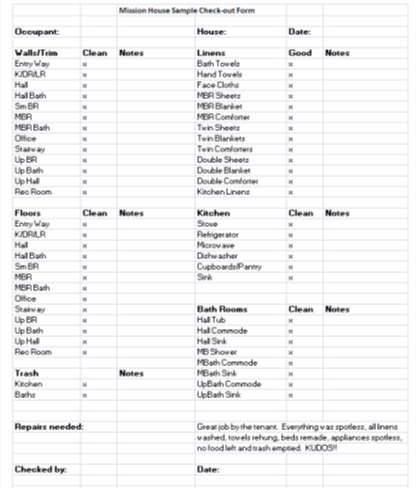
1. ***Description of Housing*:**

In order to minister to our missionaries, Heritage Baptist Church has built 4 residences through the sacrifice of many individuals, both in finances and labor. The downstairs residences have 3 bedrooms, 2 baths, kitchen (with refrigerator, stove, and dishwasher), dining room, living room, and utility area (with washer and dryer). The upstairs residences have the same with an additional bedroom as well as a large room in the attic. **The houses are fully furnished with linens and utensils.**

The use of these residences is a ministry to the missionaries and not a right of theirs. There is a great deal of planning, coordination, and cooperation among the various staff areas and volunteers at HBC to keep the houses maintained, repaired, cleaned, and furnished. Please be mindful and understanding when making your requests. We have tried to write this policy to be fair to each one involved, to minister to those in ministry, and above all else, to bring glory to the Lord.

1. ***Procedure for Use of Housing***:
2. **Contact Leslie in the church office (leslie@HBClynchburg.com)**. All requests should be submitted via email to provide a first-come basis for the missions office to make a decision. Please be sure that you provide an email recap of any verbal communication by phone or in person. Phone follow-up is acceptable, but **if it is not in an email, we do not consider it as having happened yet**.
3. **Make your request as early as possible, in writing**. This may mean being very broad with your request at first (Such as, “We will be there sometime in May and stay until sometime in November.”). At the time this type of notice is received, it will be checked against the schedule. If housing is available, you would then be scheduled for housing (such as, for *ALL* of May through *ALL* of November.).
4. **Determine specific dates as soon as possible**. As soon as you’ve made your flight arrangements and narrowed down your itinerary, please notify Leslie (i.e. “We will arrive on May 18 and depart on November 8.”) This will not only reaffirm your accommodation request, but will also free up the housing for others to use. You will need to notify Leslie **no later than two months prior to arrival of your actual dates**, but the sooner the better.
5. **The housing will be** **assigned** by the missions office. HBC reserves the right to hold a request until checking the need from other missionaries according to our priority structure (see below). So, while a request may come in first, it may not be granted automatically because it came in first. If it is the first and no other need of higher priority can be determined, then the request is granted.
6. The **priority structure** for the missions housing will be as follows:
   1. HBC’s Sent Missionaries preparing for departure to the field (having less than a year before departure and having sold their house if they have one to sell).
   2. HBC’s Sent Missionaries returning on furlough or coming home off the field and reestablishing their home base at HBC.
   3. Supported Missionaries (who are sent out from a *strategic partnering* church) returning on furlough or off the field. They are also dedicating a sizable amount of their stay to ministry at HBC.
   4. Supported Missionaries (who are sent out from another church), returning on furlough or off the field.
   5. Special Guests invited by HBC, such as the main speaker for Missions Conference, etc.
   6. Other Missionaries from local area churches, not associated with HBC, but have a need for temporary housing. In order to ensure we are able to grant the higher priority needs first, these requests will not be confirmed more than 2 months in advance and will be limited to no more than 4 months length of stay.
7. **The length of stay in the residence** will be agreed upon *prior to occupancy* by the missions department and the missionary. There may be times when permission is granted to extend the scheduled length of stay. However, if the length of stay agreed upon is coming to an end and the missionary desires to extend their stay, but another missionary is preparing to come, the missions office may have to ask the resident to fulfill their agreement and move out on the predetermined date in order to accommodate the arriving missionary. The various factors of each instance will be considered before making a final decision. A decision in one situation will **not**be a precedent for others; *each will be considered on an individual basis.*
8. ***Rent:***
9. All checks are to be made payable to Heritage Baptist Church with the note “Missions House Rent” written in the memo line and given to Leslie to be processed.
10. **The deposit of $400 and the first month’s rent are due 10 days prior to check-in**.
11. If the scheduled length of stay is less than 30 days, or if arriving or departing after the first of the month, rent will be prorated at **$20.00 per night**, up to $300.
12. Rent is set at a flat rate. Rent per month is set at the following rate:

* **$300.00 per month (for all HBC missionaries)**

1. Full rent is due on the 1st of each month, to exclude only the first prorated month.
2. Rent will be charged from the scheduled time in through the scheduled time out, whether or not the resident is in occupancy. This will include if they arrive late, leave early, travel, take vacation, etc.
3. **The occupant will be charged for electricity, at a rate of $.10/kwh**. The meter will be read on the first of each month, and at the beginning and end of an resident’s stay. This amount will be paid monthly with rent. The electric costs for the last month will be deducted from the deposit. All other utilities (water, internet, etc.) are paid by HBC.
4. Long distance phone charges will be passed on to the occupant.
5. ***Checking in***
6. Please arrive and depart during regular business hours (Monday–Friday, 8 a.m. to 4:30 p.m.). If this is not possible, please make arrangements for your Sending Team, friends, or family in the Lynchburg area to pick up your key from the office and get it to you. If this cannot be coordinated, it may be necessary for you to make other accommodation arrangements at your own expense until regular office hours.
7. A deposit of $400 will be required at the time of signing the agreement in addition to the first rent payment. **Keys will not be given out without payment of the deposit and the first month’s rent.**
8. Upon your initial entry of the house, please have your entire family take not that this is what it should look like after you leave.
9. The full deposit will be refunded within 2 weeks of departure, provided there was no damage to the residence other than normal wear, tear, and cleaning. HBC reserves the right to determine normal wear, tear and cleaning needs, and deduct costs for additional repairs and cleaning from the deposit. If the amount of damage exceeds the amount of the deposit, the missionary will receive notice of the balance to make arrangements for payment.
10. ***Cleaning and Caring for the Missions Houses***
11. **Please** **do not wear shoes in the house, and wearing socks is preferred over bare feet**. We want to keep the carpets and wood floors as clean as possible, so they last as long as possible. (Just pretend you’re in Japan.)
12. Garbage disposal is your responsibility. Please tie trash bags tightly and put them inside the dumpster across from the playground. Do not leave trash on the porch or next to the dumpster since animals will get into it.
13. Heritage will ensure that each house is stocked with some standard items (such as paper towels, toilet paper, and trash bags) at the time of your arrival. Thereafter, it is your responsibility to **replace these items**.
14. We will do our best to ensure that every light bulb is working when you move in. If a bulb burns out, please replace it with the same type and size. A bulb that exceeds the recommended wattage is a fire hazard.
15. You are responsible for providing your own cleaning supplies (laundry detergent, dish soap, etc.). Feel free to use any that might have been left by a previous resident. Please use only **powdered** dishwasher detergent in the dishwasher. **Do not use any type of bleach** on the towels and bedding provided by HBC.
16. If you are staying in House B or D, it is necessary and required for the dehumidifier to stay powered on, with the laundry room door open, to protect these apartments from excess moisture and problems that come with it. This added use of electricity is offset by the benefit of being partially underground, therefore using less electricity for heating and cooling.
17. We realize that accidents occur and items can be damaged. Please report any broken, stained, or damaged items or linens to the office immediately so that repairs/replacements can be made as quickly as possible. If something is spilled on the carpet, please blot it us with water. If the stain remains, contact the office immediately.
18. Candles are not permitted to be burned in the houses.
19. Pets of any kind are not permitted in the houses.
20. Do not lend any item from your house and do not borrow anything from another house. Feel free to contact your sending team or friends if you need a short term loan of extra bedding, dishes, etc.
21. An inventory of linens is listed in each bedroom closet. It is your responsibility to check that supply when you arrive and leave to know what you are accountable for and to ensure that it is all there.
22. We want you to feel at home here. You are welcome to have **guests** at your discretion. Please notify the church office in advance if there will be someone staying with you (we would hate to call the police on an intruder only to find out they were your invited guest!). Residents are responsible for any damages caused by guests.
23. The houses are comfortably supplied with beds (and extra mattresses where possible) to meet the needs of your immediate family (you and your children). If you have guests who will be spending the night, you are responsible to provide their sleeping accommodations. Your sending team or friends may be able to loan you extra mattresses, sleeping bags, and pillows. No mattresses or bedding may be taken from another house, whether occupied or empty.
24. The tabletops are real wood, so they stain with water and are easily scratched. If your children are doing crafts, please put down newspaper to protect the table and table pads.
25. Much planning was done with the décor of each room. Please **do not move any furniture around**. If you need anything, please contact the church office. You may not hang your own pictures, or move any pictures or permanent fixtures in the houses. We understand it is important to have personal items around, but we would rather not go through the time and expense of patching holes and repainting after each resident. To help achieve “your own home” effect, you can place family pictures on tables, counters, and dressers rather than on the walls.
26. Heritage has equipped each Missions House with **an alarm system**. If you choose to use this system, it is your responsibility to activate it when you are going to be away. The code will be available when you check in.
27. ***Checking Out***
28. Please arrange your departure details with Leslie at least 48 hours beforehand. At this time, you can coordinate the return of keys and the church vehicle if necessary.
29. Wash all linens, hang the towels, and remake the beds. If you are leaving early in the morning and cannot do laundry, please strip the beds and place all sheets and towels on the floor of the Master Bedroom for us to wash.
30. Clean the bathrooms. Leave the seats up on the commodes, checking that each has been flushed one last time.
31. Remove all personal items from the house (especially from the bathrooms).
32. Close and lock all windows. Lock the deck door if in A or C.
33. Remove and dispose of all food items from the refrigerator and cupboards. Please do not leave any opened packages as these can attract ants and other bugs. Feel free to give away unused or partially used items to your missions

house neighbors, sending team or friends.

1. Check to see that the appliances are all off and the plugs of the small appliances have been removed from the outlets. If needed, clean the appliances.
2. Remove your last bag of trash and take it to the dumpster.
3. If “Heat” is being used in your house, set the thermostat down to 55 degrees. If “Cool” is being used, set the thermostat up to 85 degrees. This helps us to be good stewards by not heating/cooling an unoccupied house.
4. Report any repairs or problems in writing (email) to Leslie.
5. If you or anyone else wants to donate anything to the house, you must contact the office.
6. Leave the house as clean as you found it (with the possible exception of the bedding and towels).
7. Lock the front door and return the keys to Leslie per your agreement.
8. Sending Team members may help with light cleaning of the missions houses. This includes, and is limited to, laundry of linens, making sure there are no perishable items in the refrigerator or cupboards, making sure the trash is taken to the dumpster, light mop of the kitchen and bathrooms, and vacuuming. It is the missionary’s responsibility to leave the house as clean and orderly as when they arrived, with these above stated exceptions if the Sending Team has committed to them. **The Sending Team may not accept or assume any additional departure responsibilities without prior approval from the Missions Pastor.**
9. ***Mail***
10. Heritage will receive all the mail into the office. It will then be placed in **your mailbox** (a folder in the office workroom labeled with the housing unit such as A, B, C, or D). It is then up you to regularly check for your mail.
11. The resident is responsible to inform their contacts of their change of address *after leaving* the missions housing.
12. Your address will be:

**219 – A, B, C,** or **D** (specify your unit only) **Breezewood Drive**

**Lynchburg, VA 24502**

1. ***Internet:***  There is wireless internet available. The network name is \_\_\_\_, and the password is **xxx**.
2. ***Responsibilities of the Resident***
3. The resident will be responsible for personal and accident insurance for themselves and their family.
4. The resident is responsible for all of their personal belongings. Nothing should be left behind in the house.
5. **Please show consideration towards other families staying in the housing**, including being mindful of noise.
6. *No key is to be given to anyone other than the individual(s) the key(s) were issued out to.*  **Lost or unreturned keys may result in an automatic loss of deposit.** **The cost of the deposit may not fully cover the cost of replacing the keys** as the lock change must still coordinate with **all** the locks on the campus. Each staff member has a master key that will unlock each house in an emergency or if you lock yourself out.
7. Cost for damages or unresolved cleaning needs that occur to the house while the resident is living there will be the responsibility of the resident, unless it is a “normal wear and tear” type of maintenance problem which would then be the responsibility of Heritage. The resident is to immediately notify the missions office of any problem or damage. The resident will then be given directions as to whether
   1. HBC will do, or contract out, any repairs and handle the expenses, if deemed normal wear and tear

**- OR -**

* 1. HBC will do, or contract out, any repairs and bill the missionaries for the expenses.

1. Devotions are held at 8:15-8:30 every morning, Monday through Friday, in the conference room, Israel (M211). You are invited to share in this with us as often as you like. Men are invited to a Thursday morning prayer meeting at 6:30a.m. in the chapel.
2. Knowing the philosophy of ministry at HBC—that of our Sent Missionaries being extended staff and greatly used while here—we have ministry opportunities for you to participate in. You should discuss this with Pastor Allen.
3. ***Responsibilities of HBC***
4. Heritage **reserves the right to enter the house** at any time **for emergencies or for maintenance and repairs**. *We will respect your privacy* and, whenever possible, make arrangements through you as to the best time to enter.
5. Heritage will be responsible for carrying and paying for the **property insurance** on the houses including the furnished items that come with each residence and **up to $5,000 of the missionary’s personal items**. This insurance will not include comprehensive coverage for *all* personal items—*the church’s coverage will be limited to $5,000*. Any payment made will be done in accordance with HBC’s property insurance policy.
6. Heritage will be responsible for paying the **property taxes** on the residences.
7. Heritage will be responsible to **inventory and survey each unit between occupancies** to determine what *normal* maintenance, repairs, and or replacements may need to be done to prepare the residence for the next occupant. Heritage will also be responsible for deep cleaning the units, including shampooing the carpets.
8. Any missions house may need to be used for a Sunday morning ABF class or a Wednesday Life Training Elective class. We will inform you as far in advance as possible if this needs to take place. We will minimize this inconvenience as much as possible and we appreciate your help with this stewardship effort.
9. ***For Your Children*:** We care greatly for our missionaries and their families. We try to understand what it must be like for your children—having to give up all they know for the unknown. Then, to return thinking at least they know what they are returning to, only to realize much has changed while they were away. Our hearts go out to you. We understand you may be used to doing things the way it’s done in another culture. We want to be sensitive and understanding while trying to help with re-entry to HBC, to Lynchburg, and the States.
10. God has blessed us with a lot of land. You may allow your children to **explore throughout the outside area of campus** including our fenced-in playground area. If you get prior permission from Pastor Kent, and with a parent supervising, your child may **use the** **gym** to play basketball**, use the Youth Center, etc**. We do not allow any unsupervised children to roam the halls during non-church hours, so, if your child does not have a specific purpose with a specific time to meet a specific person, then we ask them to not be inside the buildings. This strict policy is done, not only to protect the resources with which God has blessed us, but also to protect your children. If they were seen inside without a parent and then there was anything noticed broken or missing, they would be suspect as being responsible for the damage. We want to avoid this uneasy situation for all of us.
11. We may have **bicycles available for your child(ren) to use**, care for, and return before you leave.
12. We would like to offer your child(ren) a **“buddy**.” A buddy will befriend and help your child(ren) find their way to their classroom and other areas around campus, as well as introducing your child(ren) to classmates and teachers. The buddy may be able to help with the newest fads, Christian music, the new lingo/terminology, etc. The buddies are carefully chosen by Pastor Kent and Mr. Tony. Your child should feel free to ask their buddy any question without fear of embarrassment. When you **confirm** your reservation for the housing, please be sure to let us know if you would like a buddy. We encourage communication via e-mail/phone prior to your arrival so that the buddies get to know each other.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check-in date: \_\_\_\_\_\_\_\_\_\_ Check-out date: \_\_\_\_\_\_\_\_\_\_

* I have read the Missions House Policy in its entirety and agree to abide by its terms.
* I will be a good steward of the resources God has provided to Heritage, and will leave the house clean and in the same condition I found it, per the instructions on pages 3-4.
* I agree to pay the full deposit, rent, and electric costs by the first of each month, and understand that final electric costs, along with any repairs for damages, will be deducted from my deposit.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

Closing Comment Regarding Execution of Strategy

*we will always be* **modifying** *our process seeking to enhance our effectiveness*

The bottom line of executing missions strategy is this: with a world of approximately 7 billion people to reach, if we are serious about the task, **we will constantly reevaluate and improve until the Great Commission is both do-able and done!** Therefore we will always be modifying our process seeking to enhance our effectiveness, always looking for how to bring the greatest glory to our Lord.

Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

LAYMEMBER INVOLVEMENT IN MISSIONARY CARE

***Leading a World Missions Church* Seminar**

Introduction

If a church is going to be a world missions church, more than just a few people have to be involved, in fact, the more involved, the better!

Traveling on my Knees

Last night I took a journey

To a land across the seas.

I didn’t go by ship or by plane

I traveled on my knees.

I saw so many people there

In bondage to their sin,

And Jesus told me I should go,

That there were souls to win.

But I said, “Jesus, I can’t go

To lands across the seas.”

He answered quickly, “Yes, you can –

By traveling on your knees.”

He said, “You pray, I’ll meet the need.

You call, and I will hear.

It’s up to you to be concerned

For lost souls far and near.”

And so I did; I knelt in prayer,

Gave up some hours of ease,

And with the Savior by my side

I traveled on my knees.

As I prayed on, I saw souls saved

And twisted persons healed.

I saw God’s workers’ strength renewed

While laboring on the field.

I said, “Yes, Lord I’ll take the job.

Your heart I want to please.

I’ll heed Your call and swiftly go

By traveling on my knees.”

*Author unknown*

There is a difference between simply being a fan of missions and being involved in it. For example, imagine a football team is down by 3 points. On the first down, the quarterback throws the ball into the endzone… it’s a perfect throw, but the receiver drops the ball. The fans start booing. The sad receiver returns to the huddle with his team, and they all slap him on the backside and encourage him. What is the difference between the fans and the team? **Involvement**! The team knows what it is like to make mistakes. They are the encouragers. The fans quickly become discouragers because they don’t know what it is like to be in the game. Likewise, you need to have as much involvement as possible in missions.

Developing A Prayer Group For Missions

Our Lord has commanded that we “make disciples of all nations” (Matthew 28:19). Prayer is the foundation for all endeavors of discipleship, whether here or abroad. Jesus told his disciples in Matthew 9:38 to “Ask the Lord of the harvest, therefore, to send out workers into His harvest field.” The most important way laymembers can get involved in caring for missionaries is to **pray for them**. There should also be groups in the church specially designed to pray for missions.

Harvest Partners

At HBC, our primary missions prayer group is called Harvest Partners. They meet every Wednesday night at 7:00 p.m. during the Life Training Electives. They meet to pray for missions needs and to learn more about our missionaries, unreached people groups, and how each of us can be “partners” in the Lord’s Harvest.

The purpose of Harvest Partners is to:

* Play an instrumental part in world evangelization through prayer.
* Develop people to pray effectively for missions through missions education and awareness.
* Influence the church body toward a greater vision for world evangelization.

For most of the meetings, Harvest Partners will invite one of our missionaries who is in town to share with them. When they do not have a missionary scheduled, they hear from individuals in the church who have recently gone on short term missions trips. If a team from HBC has just returned from a short term missions trip, they will usually invite the whole team to share in a panel discussion. Other times, they will invite several people to share in other types of panel discussions, such as an MK panel to hear from missionary kids, or a re-entry panel to hear from missionaries transitioning back to America. In all of these cases, Harvest Partners seeks to learn how to pray more effectively for missionaries, and to better understand what is going on in their lives and ministries. The last 30 minutes of the meeting is usually reserved as a time for reading prayer requests from other missionaries and spending time in concentrated prayer.

In addition to Harvest Partners, there are many other groups in the church that meet to pray for missionaries. The many Prayer Partners groups that meet every Sunday before, during, and after the services to pray for the pastor and the church also make it a point to spend time in prayer specifically for our missionaries. Many adult Sunday School classes (Adult Bible Fellowships) also spend time in prayer for the missionaries and like to have missionaries speak to the class. Each of the sending teams also has regular get-togethers to pray for their missionary, usually once a month.

Sending Teams

There is a true story of a missionary that came back from Africa many years ago. He and his wife were traveling by boat, and they happened to be on the same ship that Teddy Roosevelt was on returning from a hunting trip. When the ship pulled in to dock in New York City, there was a crowd of people cheering... but the cheering was all for the returning President. There was nobody there to meet the missionaries. The husband was so discouraged that there was no one there to see them, even after all those years of serving faithfully on the field, that the wife turned to her husband, and reminded him, “Honey, **we are not home yet**.”

At HBC, we want to do everything we can to prevent this from ever happening to one of our missionaries. We want to do all we possibly can to care for our missionaries before they leave, as they serve on the field, and when they return. We accomplish this through sending teams.

Our concept of sending teams began about 20 years ago when our pastor and his wife returned from a 5-week trip to China. When they got back, about 100 people greeted them at the airport with singing, banners, and balloons to welcome them home, even though they arrived late at night. It made them feel so special and loved they decided this was how we should greet all of our missionaries when they return from the field.

*We, as a church, want to* **give** *our missionaries the* **VIP treatment**

Now, when a missionary returns, their sending team meets them at the airport, prepares the missions house here for their stay, and helps re-introduce them to the church. We, as a church, want to give our missionaries the VIP treatment.

Introduction To Sending Teams

As a church, it is our responsibility to **meet the needs** of the missionaries we have sent out. One person cannot do everything to care for the missionaries. The pastor cannot do it all, nor can the missions pastor. In order to effectively care for the missionaries, the entire congregation should be involved.

The best way to do this is through sending teams, which are organizations within the church created specifically to care for missionaries. There should be one for every missionary sent out from your church. At HBC, we have 24 sent missionaries, so we have 24 teams. These sending teams, as an extension of the church, have the responsibility of meeting the needs of the missionaries both spiritually and emotionally, but not financially; that is the responsibility of the church.

Why Develop Sending Teams

Within the church, the greatest benefit of sending teams is that it gets people involved in missions. Many people otherwise would not get involved in missions because they were not called to “go.” Sending teams create a greater focus on missions as a whole, and a direct focus on the missionaries sent out of that church. They give a direct way for people to be involved with missionaries, getting to know them personally and broadening their vision for missions. As more people become involved in the missions ministry through sending teams, missions because a purpose that the whole church is involved in, not just for the church, but as the church.

Sending teams also take some of the administrative burden away from the church staff. Pastors and staff do not have the time to adequately care for all the missionaries by themselves. We as a church body were called to send: not the staff, and not the pastor. Therefore, the sending teams know the needs of the missionaries and help keep things from falling between the cracks. They are able to provide a much greater level of emotional support and prayers for the missionaries. Missionaries constantly face many transitions in their lives–moves, new places, different people, cultural changes, language issues, and visa problems–and they need to know that we are praying for them throughout all this.

**Sending Teams***, as an extension of the church, have*

*the* **responsibility** *of*

*meeting the needs of the missionary both* **spiritually**

*and* **emotionally**

Sending teams also provide missionaries with a direct contact for things that need to be handled. With their sending team, they have someone in the church to contact directly instead of waiting for a busy person in the office to have time to read their email and respond.

Responsibilities of Sending Teams

Sending teams have several specific responsibilities in caring for the missionaries. Their main goals are to communicate with the missionaries, meet their needs, and work together to help accomplish the Great Commission.

Communication

Sending teams are to communicate with the missionary on a constant basis. We never want the saying “out of sight, out of mind” to be true in our church. With technology today, members of the sending team can talk to the missionary at little or no cost (via internet messaging, phone services, webcams, etc.). Continual communication with people from home is a tremendous encouragement to missionaries. Sometimes sending teams will get together to call the missionary as a team. It is best to set this up in advance, especially when taking into account the time differences.

*The sending team*

*leader has to be a* **friend** *and*

**confidant** *of the missionary*

Sending team members are also to make sure that communication is shared with the entire team and the church office. This includes things like updates and prayer requests (but obviously not personal messages). Every communication to or from the sending team should also be **sent to the church**, so the church knows what is going on.

Meeting Needs

A sending team is to meet, or assist in meeting, the needs of the missionary. This is especially true when the missionary returns from the field and is visiting the church. The team should ensure that the following items have been taken care of:

* Does the missionary have necessary transportation?
* Does the missionary have needed lodging?
* Does the missionary have needed food and clothing?
* Does the missionary have other needs that should be discussed with the leaders of the church?

Missionaries also have needs on the field that the sending team can help with. The missionary might need to have something done that they cannot do from the field, or need something sent to them that they cannot get where they live.

Sending team leaders must really get to know their missionary in order to find out what their needs are. Many times a missionary has a difficult time asking for help, so the sending team leader has to be a friend and a confidant of the missionary. Once a need has been determined, the sending team leader should use the different administrators within the team to help plan how to meet the need. Every person on the team should be encouraged to get involved in meeting needs.

Sometimes, it may be best to go outside the team to have some needs met. This way, you will help the rest of the congregation stay familiar with the missionaries, and you will ward off any perception of the sending team being autonomous of the church. These needs could be met by the Adult Bible Fellowship (ABF) class the missionary attended, other members or groups in the church, or another supporting church.

Any financial need a missionary has must be sent to the church. The sending team can pray for the need, but the church is responsible for assessing all financial needs, their urgency, and their priority. The sending team is not to financially support the missionary. Missionaries, whether sent or supported, sign an agreement that they will not ask church members for funds. They can ask for prayer for needs to be met, but cannot plea for money, even for special projects. We also do not encourage church members to support missionaries directly, as it is the responsibility of the church to send missionaries.

Working Together

The members of a sending team must work together. There are different **responsibilities** for each person on the team to help the team meet its goals. Each team has a leader plus a prayer administrator, hospitality administrator, communications administrator, and a newsletter administrator. The responsibilities of everyone on the team are delineated below, and specific job descriptions are included at the end of this section.

* **Sending Team Leader –** To care for the missionaries of that team and make sure the communications between the church and missionaries are effective.
* **Sending Team Member –** To assist the church body in effectively fulfilling the Great Commission through their missionary in the specific country to which they have been assigned.
* **Prayer Administrator** **–** To keep prayer requests and praises of the missionary before the sending team, local church and other supporting churches.
* **Hospitality Administrator –** To care for the hospitality needs of the missionary. The hospitality team makes sure the missionary is welcomed back from the field. They meet them at the airport and ensure that there is the food in the refrigerator where they are staying and provide meals for the first day or two.
* **Communications Administrator –** To communicate regularly with the missionary and the church body.
* **Newsletter Administrator –** To assist the missionary in distributing their newsletter to the local church as well as supporting churches and people. The newsletter administrator sends out the newsletters by regular mail or email. In distributing newsletters, we have found that shorter newsletters and those in color are more likely to be read.

The bottom line of sending teams is to make your missionary’s life as easy as possible. They have enough concerns to deal with without having to deal with those things that others can handle.

*The bottom line of sending teams is*

*to make your missionary’s* **life** *as* **easy as possible**

As a note of caution, in order to make sending teams work it is critical to not have competition between different teams. You do not want teams to see themselves as anything different than a functioning part of the body. It is also important to keep in mind the focus of the team: the sending team is an **extension of the church** to the missionary, not an entity separate from the church. If the church or the missionary shifts all responsibility for the missionary onto the sending team, or if the sending team takes on that responsibility itself, it must be disbanded.

Shaping A Sending Team Program For Your Church

You can begin by preaching on the call to go and the call to send. Every preacher has landmark messages that make a difference in their church. One of Dr. Kroll’s landmark messages made a difference in how our church was to go. He preached that everyone is either called to go or called to send. No one is called to stay and do nothing. Everyone has a responsibility to do one or the other. You can use this message as a call to begin sending teams. Another good opportunity is right after a missions conference, when people often wonder, “What am I to do now? I don’t feel called to go to the field.” This is the time for those people to become involved in missions through sending teams.

When you are beginning a sending team program, you can personally recruit people who have a heart for missions to lead the teams. These people will be responsible for inspiring the others to become involved. Ask your missionaries what you can do for them, and most importantly, pray! Pray for your missionaries, the people they work with, their teammates, and their sending churches.

When someone is called from your church to go to the mission field, there are usually people who are close friends with the new missionaries. These people can form the start of the sending team. Team should be launched when the missionary is commissioned to the field. For every missionary going out, we hold a commissioning service organized by the missionary. They design the service, bulletin, songs, and order of service. Different speakers give a challenge to the missionary and a challenge to the church. After the service, there is usually a reception for a time of fellowship.

When you are forming sending teams, let your missionaries, both sent and supported, know what you are doing. You may also want to let other churches know, specifically the sending churches of your supported missionaries so they might form sending teams as well.

Objections to a Sending Team

When looking to begin a sending team program, there may be some objections raised in your church. The most common objections, and ways to resolve them, are listed below.

**What if we don’t have a sent missionary?** If you do not have a sent missionary from your church, but you have supported missionaries, become involved with them! There is no better way to show that you care for them too, and a missionary can never have too many people encouraging them. You can create “support teams” for these missionaries, and fit them to function within your church and the needs of the missionary.

**What if we have a small church body?** You could have your adult Sunday School classes become “teams” for missionaries. Again, the emphasis is on meeting your missionaries’ needs within your church body.

**What about missionaries in restricted access countries?** Missionaries serving in restricted access countries need to be careful about not being identified as missionaries, but they still need care. You should still form sending teams for these missionaries, just be careful in your communication. When communicating with them by internet, phone, or mail, be careful not to discuss topics such as God, church, or the Bible. If you want to use these words, it works well to replace them with code words. At HBC, we also take care not to mention in public or print the last names of missionaries in restricted access countries.

The following pages address the relationship between the sending teams, the church, and the missionaries at HBC. *[For more information on sending teams, see DVD session 8.]*

Sending Team Skit

I will introduce Mary as a missionary from a church without a Sending Team. Then I will introduce Cheryl as a missionary from HBC with a sending team. I will play the part of both churches…I’ll have a hat that I will wear the correct way when dealing with Cheryl, and I’ll turn it backwards when dealing with Mary.

**HBC**: Good bye Cheryl…you’ll be in our prayers. Please let us know if we can do anything for you after you get to the field.

**Cheryl**: Thank you so much for all you have done already. I’ll let you know when I arrive.

**Other Church**: Good-bye… See you in three years.

**Mary**: Good-bye

*After a few days the missionaries are finally on the field.*

**HBC**: Hello Cheryl…good to hear from you. Is there anything you need?

**Cheryl**: Not right now. Just pray that I will get used to the new surroundings and the people.

**HBC**: At this time I will offer up a prayer for Cheryl.

**Other Church**: Well, we finally heard from you…about time. When will you actually start your missions work there? You know time is money.

**Mary**: What I really need now is prayer, and I would just love to get some e-mails from some of the people back home. I’m getting a little homesick.

**Other Church**: Well you know we are so busy here. We have summer softball leagues forming, ladies luncheons, men’s retreats…I just don’t know when people are going to find time to write or e-mail you. You just hang in there. The homesickness will go away.

**HBC**: Cheryl, how is it doing? We are praying for you. Is there anything you need?

**Cheryl**: Yes, there is…I can’t get flannel board material here. Can you get some and send it to me? Oh yeah…I really miss having some chocolate bars to “munch” on too! And thanks much for your prayers.

**HBC**: Okay…we’ll take care of the flannel board right away!

*Then we’ll see HBC deliver the not only the flannel board material but a flannel board ready to be used. And as something a little extra…some chocolate bars!*

**Other Church**: Mary, how is it going? Is there anything you need?

**Mary**: Yes, besides prayer, I need some flannel board material. Oh, I still haven’t heard from anyone yet. Please encourage people to write or e-mail me!!!

**Other Church**: Well, we’ll pray that God would somehow provide the flannel board for you. As far as the mail, remember we are busy here as well. You know, we have to keep our congregation happy…and one way to keep them happy is to have picnics, luncheons, and other types of get-togethers. Just hang in there…maybe someone will write.

*Three years have passed…and now it’s time for the missionaries to come home.*

**Cheryl**: Okay…we’ll have someone to meet you at the airport. Also, the missions apartment is ready for you – stocked with plenty of food and chocolate bars. Don’t worry, you’ll have everything you need.

**Mary**: Hello church…I’ll be home on March 31. I’ll arrive at 2:40 in the morning at Roanoke airport.

**Other Church**: We’ll I’m sure you can catch a cab from there to here. We’ll try to find someone to take you in. By the way…how long are you going to be here? We don’t want you to be a burden to anyone for a long time. Let us know when you get here.

***This is an over emphasized skit…but think about it. Which missionary would you rather be? A Sending Team could have been a big help to Mary!***

**

The Sending Team’s Relationship With The Church And The Missionary

Revised August 7, 2012

To keep missions a central part of HBC and to provide the greatest care for our missionaries, we have developed the following policies. Policies are for communication - when communication is healthy and efficient between the missionary and their church (church staff and sending team), the church is assured that it is providing the greatest care for their missionaries.

Sending Team Responsibilities:

1. The Sending Team is a ministry and extension of the church, therefore the Sending Team is primarily responsible to the church, then to the missionary. It is the church that sends the missionary and is responsible for their support - the Sending Team helps the church fulfill its obligation to the missionary. Should the church ever abdicate its responsibilities - allowing the Sending Team to take them, or the missionary transfers those responsibilities to the Sending Team, or the Sending Team takes those responsibilities from the church, then the Sending Team will have to cease to exist so that the proper relationship between the church and the missionary can be reestablished.
2. The Sending Team should be in constant communication with the church about its missionary.
   1. If contacted by the missionary, the Sending Team must contact the church office as soon as possible after receiving the message.
3. This should be before contacting anyone else on the Sending Team.
4. If the missionary has contacted them about a financial need, the Sending Team needs to make it a matter of prayer but it is the church’s responsibility to meet the need (or to determine the urgency and necessity of the need - which may mean that the need is not met by the church).
5. If the missionary has not contacted the church Office first, the Sending Team should remind the missionary of their obligation to the church over that of the Sending Team.
   1. Contact persons:
6. Missions Pastor ~ Allen Waldrep
7. Missions Administrative Assistant ~ Leslie McMonagle
8. The Sending Team is to meet regularly to pray, corporately, for their missionary. While the individual members of the Team will be encouraged to pray daily for the missionary, the Team needs to meet at least once a quarter (and generally not more than once every 4-6 weeks) to spend time in prayer for the ministry of the church that the missionary is involved in, the people that the missionary is ministering to, and for the missionary.
9. The Sending Team is to establish a prayer-chain, which will allow the individual team members to pray for the ministry, the people, and the missionary, as urgent requests become known.
10. The Sending Team is to be the first-line of hospitality for the missionary when they are in the area. They will be called upon by HBC to help provide whatever housing, transportation, or other needs that will not be met by the church (the use of the missions houses and vehicles will be determined by the Missions staff of the church). The Team will need to be available to help the missionary in their re-entry to the area (escorting, guiding, hosting, etc.).
11. The Sending Team is to help the church with the mailing of the missionary’s newsletter. Someone on the Team will need to come in to the church office to be trained on how to use the computer to generate labels, where to get the necessary materials, and how to assemble a bulk mail mailing according to Post Office regulations.
    1. The church will cover the expense for 3,600 pieces of bulk mail (per year) as outlined below.
    2. The church will provide the Sending Team with the necessary bulk mail number, which will cover the postage for the mailing. If the mailing is not eligible for bulk mailing (too few pieces or international addresses), the church will prorate the necessary postage against the estimated postage of a bulk mailing.
    3. The Sending Team will obtain a signed purchase order (P.O.) from the church office before assembling each mailing for the missionary. The total number of pieces of mail needs to be on the P.O. as well as the amount. The receipt given at the Post Office will need to be turned in to the Missions Department along with the P.O.
    4. The church will provide the Sending Team with the necessary bulk mail envelopes (up to the limit of 3,600 per year). If the missionary desires other envelopes, those will need to be provided at the missionary’s expense. Additional envelopes needed beyond the 3,600 will be charged to the missionary’s work account.
    5. The church will provide the paper and office printer or copier for the generation of the missionary’s newsletter – use the missions department number for this. Each newsletter mailing may include any amount of color desired on a maximum of 1 page. Any color on any other page will be charged to the missionary at .10/page printed (the church is charged for the entire page if 1 dot is in color). If the copied amount exceeds 3,600 copies, the additional amount will be charged to the missionary’s work account (color at .10/page). If the missionary or Sending Team desires to have the newsletter printed through some other means they must have it approved by the church office or the expense will be charged to the missionary’s work account.
    6. The missionary needs to provide the church with a copy of their mailing list. The church will install this list on the volunteer computer and provide instructions on how to update/maintain the list. The Sending Team will be responsible for updating/maintaining the mailing list.
    7. The Church will provide the labels for the mailing. Additional labels (beyond the 3,600 per year) or custom labels will be charged to the missionary’s work account.
    8. The Sending Team is responsible for the assembling of the bulk mailing (including folding, stuffing, labeling, and sorting) in the prescribed order for the Post Office and dropping off the mailing at the Post Office bulk mailing area.
    9. The Sending Team is responsible for returning the P.O.s to the office within one week of the mailing. The P.O.s should reflect the actual number of pieces copied and the total amount of the pieces that were mailed. The P.O. should be accompanied with 1 complete copy of the items sent in the mailing.
12. The Sending Team is to provide “care” support for the missionary. This includes sending birthday, anniversary, and holiday cards as well as general notes of encouragement. HBC sermons are also available online for the missionary to download.
    1. Care packages may be sent by the Sending Team but are to be of such a nature that no one on the team feels under obligation to give to finance the care package (there are no fees or dues to be associated with being on a Sending Team - anyone willing and able to pray is invited to be on a Sending Team).
    2. If the Sending Team decides to put together a care package (of food and other consumables possibly not available or not reasonably priced on the field), the cost of the contents of the care package is the responsibility of the members of the Sending Team. The church will provide $40 a year toward the postage/shipping of the package(s). (This can be done by the Sending Team shipping it themselves and being reimbursed by the church). The cost/frequency of care packages should not be such that Sending Team members are failing to give either their tithes or offerings to the church. If this becomes the case, the Sending Team will be asked not to send care packages.
    3. Recordings of HBC church services are available on the web, but if a missionary desires to listen to one and cannot access it, the missions office has a way to transfer large files (up to 2 GB) so the missionary can download the sermons. Please contact the missions office to arrange this.
13. The Sending Team is NOT to financially support the missionary. The church financially supports the missionary and that is done at significant levels of support.
    1. The missionary is under agreement with the church not to solicit support from individual members of the church.
    2. The agreement explains to the missionary that along with their agency, they are not to solicit funds from members of Heritage nor make financial needs known except through the approved budget allocation process. An exception is to make a brief mention of a need (not a plea) in a prayer letter.
    3. Special financial needs, in addition to that which is approved in the annual budget, are to be made known to the church through the missions pastor or missions administrative assistant. Project funds are budgeted for this purpose.
    4. It is important for the sending team to remember that the missions pastor and the selection team have worked prayerfully and diligently to properly allocate funds. Though the sending team will typically know the missionary well, they will not be privy to the detailed financial information that is used to make these support level decisions. This is one reason why it is critically important that the money go through the church, the individual will not have the same information nor will they be able to hold anyone as accountable as the church can.

Sending Team Organizational Structure

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Sending Team Coordinator Job Description

**Revised:** August 19, 2005

**Responsible To:** Missions Pastor

**Job Function:** To assist the church in effectively fulfilling the Great Commission in ministry to the people, and through the missionaries sent by Heritage. To oversee that the Sending Team ministry functions as designed and to coordinate with the Missions Pastor.

**Responsibilities:**

1. To be familiar with “The Sending Team’s Relationship with the Church and the Missionary” and all the Sending Team Job Descriptions.
2. To follow up as necessary to insure that responsibilities are fulfilled.
3. To meet 1-2 times per year with Sending Team leaders to ensure the program is functioning correctly in a God honoring way.
4. To coordinate the missionary display table ministry by recruiting and scheduling team members as necessary when their turn is approaching.
5. To notify Missions Pastor as necessary of challenges/difficulties in coordinating this ministry.

**Qualifications**:

1. The Sending Team Coordinator must understand the missions strategy and policies of the church and be 100% behind them.
2. The Sending Team Coordinator must have a burden for missions and the missions ministry of the church.
3. The Sending Team Coordinator must be a full member of the church, this is their minor ministry.

**

Sending Team Leader Job Description

**Revised:** November 16, 2011

**Responsible To:** Sending Team Coordinator; Missions Office.

**Job Function:** To care for the missionary of that team and make sure the communication between Heritage and him/her is effective.

**Responsibilities:**

1. To be in constant communication with the church, the missionary, and the team.
2. To have the team meet regularly to corporately pray for the missionary.
3. To make sure that the team’s Prayer Administrator activates the prayer chain within the team and the church.
4. To make sure that the team’s Hospitality Administrator has made adequate preparations for the arrival of the missionary within the team or in conjunction with the Missions Office.
5. To make sure that the team’s Newsletter Administrator is getting the newsletter of the missionary together and mailed out in a timely fashion.
6. To make sure the “Sending Team Responsibilities” are fulfilled.
7. To coordinate the Missionary Display Table ministry by scheduling and reminding the team as necessary when their turn is approaching.
8. To understand the missionary’s ministry, the people that they minister to, and their field of service.

**Qualifications**:

1. The Team Leader must understand the missions strategy and policies of the church and be 100% behind them.
2. The Team Leader must have a burden for missions and the missions ministry of the church.
3. The Team Leader must be current in their understanding of and burden for the ministry, the people, and the missionary of the team.
4. The Team Leader must be a full member of the Church and this is their major ministry.

**

Sending Team Member Job Description

**Revised:** August 19, 2005

**Responsible To:** Sending Team Leader

**Job Function:** To assist the church in effectively fulfilling the Great Commission in the ministry, to the people, and through the missionary for which this specific Sending Team has been organized.

**Responsibilities:**

1. To pray for the Sending Team’s missionary daily and regularly for the rest of the church’s missions ministry.
2. To attend all special prayer meetings, when possible, and to aid in the snack/meal if asked to help.
3. To inform Sending Team Leader of any and all correspondence received from the missionary (not personal matters - if personal, you will need to determine if it should be shared with the Missions Office and/or the Sending Team Leader).
4. To be involved in the team’s prayer chain as directed by the Prayer Administrator.
5. To assist in the Missionary Display Table ministry, see ministry description below.
6. To communicate as much as possible with the missionary - email, letters, phone calls, etc. (Be mindful of the missionaries’ time as well as their need for encouragement.)
7. To assist the Prayer, Hospitality, Communication, and Newsletter Administrators of the team whenever possible.

**Qualifications**:

1. The Team Member must understand the missions strategy and policies of the church and be 100% behind them.
2. The Team Member must have a burden for missions and the missions ministry of the church.
3. The Team Member must be current in their understanding of and burden for the ministry, the people, and the missionary of the Team.
4. The Team Member must not be on more than 3 Sending Teams at a time. (The concept of a Sending Team is to have a greater and more intimate relationship with a particular missionary. This is not possible, by its very nature, with many different missionaries at one time.)

Missionary Display Table Ministry

The Missionary Display Table is a wonderful opportunity to help the congregation learn more about the missionaries that you have grown close to. It also serves as an opportunity to recruit additional team members for those who need it. Each week one of the missionaries will be highlighted in the Worship Program (as well as in the Heritage Herald of each month’s list). If the missionary is “sent” out of HBC, the Sending Team will be responsible for the display table set-up for that week their missionary is highlighted and the next week.

The Sending Team leaders will be responsible for the following items (or will appoint someone on the team who will be responsible):

1. Setting up and taking down their display. Set up can happen anytime from after the service on Wednesday through Sunday morning before the 9:30 a.m. service. Take down should happen Wednesday after the service, giving time for the next team to set up their display. Several 8 x 10 photo frames with Velcro, display board, and tablecloth will be the only things remaining at the display, leaving the table neat, clean and ready to be used by the next team.
2. If the Sending Team doesn’t already have an idea of what to display, contact your missionary ASAP and ask how they would like to be represented at the table display.
3. When not in use, the display items may be stored by the Sending Team Leader or whoever they designate to take good care of it.
4. The displays are to be professional looking at all times, personal to the specific missionary and his/her ministry.
5. The table is to be manned for at least 15 minutes before and after all services. The person(s) manning the table should be from that missionary's Sending Team and ready to answer questions regarding that missionary and/or Sending Teams in general.

**

Sending Team Prayer Administrator Job Description

**Revised:** August 19, 2005

**Responsible To:** Sending Team Leader

**Job Function:** To communicate, regularly and effectively, the prayer requests and praises of the missionary to the Sending Team and to the church.

**Responsibilities:**

1. To keep the Sending Team informed of the missionary’s prayer requests and praises via the prayer chain.
2. To communicate any special or urgent prayer requests to the Missions Office and to the church (through the Wednesday night prayer sheet and Harvest Partners).
3. To communicate any prayer requests of the Sending Team’s members to the missionary.

**Qualifications**:

1. The Prayer Administrator must understand the missions strategy and policies of the church and be 100% behind them.
2. The Prayer Administrator must have a burden for missions and the missions ministry of the church.
3. The Prayer Administrator must be current in their understanding of and burden for the ministry, the people, and the missionary of the Team.
4. The Prayer Administrator must have a consistent, personal prayer life and be faithful to the regular prayer ministry of their church.
5. The Prayer Administrator must be a member of the church. This ministry of being the Prayer Administrator is their minor ministry.

**

Sending Team Hospitality Administrator Job Description

**Updated:** August 7, 2012

**Responsible To:** Sending Team Leader

**Job Function:** To care for the hospitality needs of the missionary of the Sending Team.

**Responsibilities:**

1. To help the missionary arrange adequate housing, lodging, and meals for their stay in the area. This is done first through the help of the members of the Sending Team and then through the Missions Administrative Assistant. (The missionary must contact the Missions Office for use of the missions houses and for vehicles.)

a. Before a missionary stays in the missions house, the hospitality coordinator will be contacted about making sure the house is clean before the missionaries come. This usually involves light dusting, vacuuming, and making sure there is toilet paper, soap, etc. (The houses will be clean, but a check of them is good.)

b. After the missionary leaves, the hospitality coordinator recruits Sending Team members to help with the light cleaning of the missions house which includes *and is limited to* laundry, making sure there are no perishable items in the refrigerator or cupboards, checking to make sure the trash is taken to dumpster, light mop of kitchen and bathrooms, and vacuum. Note that it is the missionary’s responsibility to leave the house as clean and orderly as when they arrived with these stated exceptions. *The Sending Team may not accept or assume additional departure responsibilities without prior approval from the Missions Pastor.*

1. To make sure that if their missionary is staying in the Missions House, the Missions House is adequately stocked with essential perishables (food) the day before their arrival (the church stocks some basic items such as appliances, linens, spices, soaps, city map, directories and phone books). The following guidelines should help determine what to stock the Missions House with.

a. Keep it simple - this is to provide for the first day or two until the missionary can get to a grocery store.

b. This can be reimbursed (up to $25 from the church), if necessary, but the hope is that each member of the team would donate one or two items.

c. Suggested items include milk, bread, margarine, eggs, cereal, mayonnaise, mustard, ketchup, oil or shortening, coffee (for drip coffee maker), lunch meat & cheese and/or peanut butter and jelly, laundry detergent, and dish soap. These can be small size items.

d. Other items that would be nice but are not necessary include fresh fruit and vegetables, canned goods (tuna, soup) or boxed goods (brownie mix, macaroni and cheese), juice, popcorn, tea, hot cocoa, snacks (that you know your missionary likes), paper plates, and extra toilet paper.

e. It would also be nice if the team would provide (by donation not compulsion) a first meal and some type of breakfast rolls.

1. To aid the missionary in their re-entry, if needed, and to escort/guide them around Heritage acquainting them with the Heritage staff, facilities, and activities.
2. To coordinate with the Missions Administrative Assistant to be sure that all details of the MK Buddy Program are in place and that all parties are aware of when and where they will first meet each other. See MK Buddy Responsibilities below.

**Qualifications**:

1. The Hospitality Administrator must understand the missions strategy and policies of the church and be 100% behind them.
2. The Hospitality Administrator must have a burden for missions and the missions ministry of the church.
3. The Hospitality Administrator must be current in their understanding of and burden for the ministry, the people, and the missionary of the team.
4. The Hospitality Administrator must be given to hospitality.
5. The Hospitality Administrator must be a member of the church. This ministry of being the Administrator is their minor ministry.

MK Buddy Responsibilities

The responsibilities of all parties involved are provided to help you see how it all fits together. Of course, teamwork and godly cooperation is the key.

**Responsibilities of the Hospitality Administrator:**

1. Know the names and ages of the visiting MKs.
2. Obtain a list of volunteers (& phone numbers) for each child/teen from the Missions Administrative Assistant. The volunteer should be a part of the class(es) they will attend.
3. From the list, call & receive the volunteer’s commitment and give them the MK’s name and the date they are coming.
4. Give the child/teen volunteer the MK’s phone number for the volunteer to coordinate meeting at HBC.
5. Notify the MK of who will be their MK Buddy and that the Buddy will contact the MK.
6. Ask the volunteer to wear a nametag to the first meeting with the MK.
7. Notify Mr. Tony/Pastor Kent as to who accepted the responsibility as the MK Buddy.
8. Follow-up with MK and missionary parents to be sure all went well.

**Responsibilities of child/teen volunteers:**

1. Phone the MK prior to first visit and notify at which door & at what time you will meet the MK. Emailing the MK as soon as possible to develop a relationship is recommended.
2. Know the name of the MK and introduce them to other children/teens.
3. Introduce the MK to the teacher or another adult in the room.
4. Sit with the child/teen during class time.
5. Help them transition to the next hour. This may include walking with them to the next class or merely waiting with them until the missionary parents arrive.
6. Inform the contact person if sick or unable to fulfill responsibilities as the MK Buddy.
7. The Buddy should continue with the MK for as many weeks as necessary until the MK feels comfortable and a part of the class. Most will require at least 4 weeks (adjusting to culture and class).
8. The Buddy should realize that the MK may have an expanded world view though possibly not as current in our culture. Therefore the buddy should expect and encourage the MK to ask questions regarding activities, culture, etc. being careful to make them comfortable about their lack of current knowledge (i.e. no laughing or making a big deal out of things they may not know).

**Responsibilities of Pastor Kent and/or Mr. Tony**

1. Have volunteers that will be effective in this ministry.
2. Give list of these volunteers to Leslie. She will be then provide to sending teams as necessary.
3. Give the list of responsibilities to all child/teen volunteers and teachers
4. Encourage teachers to make **extra effort** to welcome these visitors. Not only are they visiting and experiencing nervousness that most visitors have, they are also “visiting” our culture and country.
5. Follow-up to ensure that MK Buddies are effective in their ministry.

**

Sending Team Communications Administrator Job Description

**Updated:** August 7, 2012

**Person(s) Responsible To:** Sending Team Leader

**Job Function:** To regularly and effectively communicate with the missionary and relay information to the Sending Team as well as the members at Heritage.

**Responsibilities:**

1. To keep the Sending Team informed of the missionary’s birthdays and anniversary as well as upcoming holidays.
2. To make sure that letters and cards of encouragement are going out to the missionary.
3. To handle care packages (including downloading HBC services if requested by the missionary) as outlined here:

a. Care packages may be sent by the Sending Team but are to be of such a nature that no one on the team feels under obligation to give to finance the care package (there are no fees or dues to be associated with being on a Sending Team - anyone willing and able to pray is invited to be on a Sending Team).

b. If the Sending Team decides to put together a care package, the cost of the contents of the care package is the responsibility of the members of the Sending Team. The church will provide $40 a year toward the postage/shipping of the package(s). (This can be done by the Sending Team shipping it themselves and being reimbursed by the church). The cost/frequency of care packages should not be such that Sending Team members are failing to give either their tithes or offerings to the Church. If this becomes the case, the Sending Team will be asked not to send care packages.

c. Recordings of HBC church services are available on the web, but if a missionary desires to listen to on and cannot access it, the missions office has a way to transfer large files (up to 2 GB) so the missionary can download the sermons. Please contact the missions office to arrange this.

1. To work with the Prayer Administrator in communicating with the missionary for updated prayer requests and praises.

**Qualifications:**

1. The Communications Administrator must understand the missions strategy and policies of the church and be 100% behind them.
2. The Communications Administrator must have a burden for missions and the missions ministry of the church.
3. The Communications Administrator must be current in their understanding of and burden for the ministry, the people, and the missionary of the team.
4. The Communications Administrator should be detail-oriented and self-motivated. They need to understand, or be willing to learn, the workings and regulations of the Post Office to ensure that packages are delivered to the missionary in the most expedient, yet least costly, and sensitive means.
5. The Communications Administrator must be a member of the church. This ministry of being the Communications Administrator is their minor ministry.

**

Sending Team Newsletter Administrator Job Description

**Updated:** August 19, 2005

**Person(s) Responsible To:** Sending Team Leader

**Job Function:** To make sure that the missionary’s newsletter is received, reproduced, and properly mailed to those on their mailing list in a timely manner.

**Responsibilities:**

1. To obtain a copy, either through the mail or email, of the missionary’s newsletter and make sure that it is ready for reproduction.
2. To determine what means of reproduction (copying or printing) the missionary desires for their newsletter.
3. To prepare the newsletter and mail it (with the help of those on the Sending Team) as outlined here:

a. The Sending Team will obtain a signed purchase order (P.O.) from the church office before assembling each mailing for the missionary. The total number of pieces of mail needs to be on the P.O. as well as the amount. The receipt given at the Post Office will need to be turned in to the Missions Department along with the P.O.

b. The church will provide the Sending Team with the necessary bulk mail envelopes (up to the limit of 3,600 per year). If the missionary desires other envelopes, those will need to be provided at the missionary’s expense. Additional envelopes needed beyond the 3,600 will be charged to the missionary’s work account.

c. The church will provide the paper and office copier for the generation of the missionary’s newsletter – use the missions department number on the copier. If the missionary or Sending Team desires to have the newsletter printed through some other means they must have it approved by the church office or the expense will be charged to the missionary’s work account.

d. The missionary needs to provide the church with a copy of their mailing list. The church will install this list on the volunteer computer and provide instructions on how to update/maintain the list. The Sending Team will be responsible for updating/maintaining the mailing list.

e. The church will provide the labels for the mailing. Additional labels (beyond the 3,600 per year) or custom labels will be charged to the missionary’s work account.

f. The Sending Team is responsible for the assembling of the bulk mailing (including folding, stuffing, labeling, and sorting) in the prescribed order for the Post Office and dropping off the mailing at the Post Office bulk mailing area.

g. The Sending Team is responsible for returning the P.O.s to the church office within one week of the mailing. The P.O.s should reflect the actual number of pieces copied and the total amount of the pieces that were mailed.

**Qualifications:**

1. The Newsletter Administrator must understand the missions strategy and policies of the church and be 100% behind them.
2. The Newsletter Administrator must have a burden for missions and the missions ministry of the church.
3. The Newsletter Administrator must be current in their understanding of and burden for the ministry, the people, and the missionary of the team.
4. The Newsletter Administrator should be detail-oriented and self-motivated. They should know how to use a computer and photocopier - or be willing to learn. They need to understand, or be willing to learn, the workings and regulations of the Post Office to ensure that the newsletter mailings are mailed in a proper and timely manner.
5. The Newsletter Administrator must be a member of the church. This ministry of Newsletter Administrator is their minor ministry.

Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

FINANCIAL & OTHER FREQUENTLY ASKED QUESTIONS

***Leading a World Missions Church* Seminar**

How Do You Budget Missions?

We write a budget for missions at the beginning of the year just as we do for everything else we budget. This is actually an outflow from the conviction that the church is the sender and the belief that missions should be an integral part of the total church budget. As salaries, utilities, and ministries of the church are intentionally budgeted, so is missions. Therefore when the church votes to approve the budget and commit to it they have voted for the missions portion of that budget and have committed to it. Approximately 30% of the church budget is missions.

Our tithing envelopes do not have a separate line for missions; we do not encourage our people to give to missions in that way.

Do You Use The Faith Promise System And How Does It Integrate?

Because of the biblical basis of the church being the sender of the missionary (see page 13), we at Heritage consider the sending of a missionary as a corporate decision. With this decision comes the corporate financial commitment to that missionary.

We set our annual budget as a stretch goal; some would say it is our corporate faith promise rather than the traditional individual faith promise. Though the traditional faith promise system has been used widely, we are not comfortable with some of the logical questions that come from its use. Traditionally in the Faith Promise system there is a church budget and a separate missions budget. Why would missions not be considered an integral part of everything the church does? In the Faith Promise system the individual is giving to the church and to missions as if missions was not a part of the church. Is that the message we want to communicate? Traditionally, faith promise is taught as being above the regular tithes and offerings with that additional portion going to missions. Instead we encourage everyone to give significantly above the tithe to the entire budget knowing that approximately 30% of that larger sum goes to missions rather than just the amount over the regular tithes and offerings.

God has greatly used the traditional Faith Promise giving to raise significant support for missions. Since missions at Heritage is central to the total ministry, we encourage people to give tithes, sacrificial offerings, and Faith Promise to the total ministry of the church.

How Do You Handle Designated Giving?

We chose not to have different departments listed on our tithing envelopes. Designated giving becomes an individual decision from the pew that bypasses the entire budgeting process and approval by the church. In designated giving the individual decides separately what the money should be used for, even though the corporate body has already determined a budget and the individual was a part of that corporate body in the decision process.

We believe that in general, designated giving runs the risk of undermining the church budget. Yet we will occasionally (an average of 2-3 times per year) do a special offering for something beyond the budget, typically to help in time of natural disaster (i.e. tsunami, earthquake, etc. ) or maybe for a special missions opportunity that goes beyond that which was budgeted.

What If An Individual Wants To Give To A Specific Missionary Through The Church?

We do not encourage people to designate a gift to a specific missionary because that may take away from their regular tithes and offerings to the church budget. If someone does designate a gift to a missionary, it goes to that missionary and is over and above that which we budgeted for them.

An even greater concern is that the individual will not be in position to know that which the church leadership may know about the missionary and their needs. This would at least be a situation of poor stewardship and possibly worse if the gift is facilitating a problem or poor decision the missionary may be making. How does the individual know if the missionary has sought godly counsel regarding the need? How would the individual know if the missionary rejected that counsel? How would the individual know if the stated budget need is a legitimate need? The bottom line is that the missionary is not sent by individuals but by the church. It is the church’s responsibility to be the authority and the source of accountability.

What Does A Senior Pastor Look For In Hiring A Missions Pastor?

Beyond the other biblical requirements, a missions pastor must have godly character and be loyal. He must already know the church strategy or be trainable in it. He must have a heart for missions, but does not need to be a former missionary. He should be able to shepherd and counsel biblically as there is heavy attack from the enemy toward those who are on the front lines, our missionaries.

What Happens When The Missionary Candidate Has A Large School Bill?

Unfortunately, debt is a prevalent problem in our society. The average Christian college student graduates with a $30-50,000 debt. We encourage students to avoid that trap. Heritage does not support anyone with debt; rather we provide financial counsel and encourage them to use the time necessary for debt retirement as additional time of training and development before they go to the field. We need to see financial restraint and perseverance in those we support. Note that most agencies will not take the candidate either.

What If The Missionary Is Divorced?

**We hesitate**

*to place restrictions…*

*more* **stringent** *than God’s*

Divorce is a tragedy; in fact God hates it (Malachi 2:16). God’s Word is specific about divorce when it comes to pastors and deacons, so a divorced person would be biblically disqualified from serving as a church planting missionary. God’s Word does not specifically restrict a divorced person in ministry beyond that elimination of the pastor or deacon role. However, there are some practical issues related to being in leadership and an example to others. With all that considered, we hesitate to place restrictions on accomplishing the Great Commission, especially if those restrictions are more stringent than God’s.

Understanding Your Desire To Be Proactive, What Does HBC Do When A Missionary Approaches You?

When missionaries call us, they are first screened by the missions administrative assistant. Consideration is then given as to how this person and their ministry would fit into our strategy, focus, and budget. Not many pass the original screening because most of our missionaries come from inside the church or from our proactive efforts going outside the church. We do not have missionaries come and “present their ministry” to the congregation until they have been through the process outlined in Strategy #3 on page 25.

We need to be honest and upfront with missionaries on that initial contact. It is better to say “no” if we know that we will not support them. This is better stewardship for the missionary than to require them to waste time making continued contact efforts and wasting resources by sending a packet. This does not invalidate the missionary or their desired ministry, it just confirms they have a different strategy than ours.

*Be honest and upfront… it is better to say* **“no”**

*if we know that we will not* **support** *them*

If we are seriously interested in pursuing the missionary, we email them an application, a very detailed questionnaire for both husband and wife, a budget form, and a copy of our missions strategy.

What Do You Do With Existing Missionaries When Your Policy Or Strategy Changes?

As we continue to strive to improve our effectiveness, we may modify our strategy and means of implementation. We also occasionally face new issues that need to be resolved by changes in policy. So, what do we do with a missionary that we made a commitment to under the old strategy and policy? We believe there is a higher expectation regarding our integrity than our strategy and policy; therefore, we honor those commitments that are "grandfathered” from before the strategy or policy was established or changed. After all, it is not their fault that we changed our mind.

We may at times discuss the changes with the supported missionary and their sending church asking them to consider implementing the change. If the missionary is sent out of Heritage then as an extended staff member they would need to adjust just as a regular staff member would need to adjust.

Do You Start Financial Support Before The Missionary Goes To The Field?

Yes, as a rule of thumb we begin after the selection process is complete. We typically start with 50% of our commitment. When they leave their place of employment and have no other employment, we go to 100% of our commitment. Usually the missionary’s frugality will provide an overflow toward their financial need for outfit and passage, which is usually between $15-40,000. This is necessary for relocation costs, purchase of a vehicle, housing set-up, language training, etc.

*It is not their fault that* **we****changed** *our mind*

Some churches choose not to start support until the missionary is on the field. This does avoid some risk but it also delays their ability to get to the field. It is hoped that a stringent screening and selection process will sufficiently minimize the risks.

Have You Considered Background Checks?

Yes, and we do them. Before a candidate presents to the selection team they need to provide permission for us to do a full criminal background and credit check. In the questionnaire they are encouraged to tell us everything that we should know before the background checks are completed. They are advised that failure to do so would be considered a breach of integrity and would likely disqualify them from further consideration.

How Long Are The Short Term Missions Trips and How Far Ahead Do You Plan Them?

Due to the cost of airfare and other expenses, when going overseas we usually plan the length of a trip to be about two weeks. We announce the trip a year ahead of time to allow for team selection, training, and fundraising.

Do You Provide Financial Assistance To Your Church Members For Short Term Mission Trips (STMTS)?

We are willing to provide up to 30% depending upon where the person aligns in our STMT grid and the availability of funds. We like a member to provide 50% out of pocket, with a 20% deposit about six months prior to the trip.

What If Someone Wants To Be On Several Sending Teams?

We usually do not allow people to be on more than three sending teams because the point is to get to know the missionary well. Being on many teams could render them inefficient and ineffective.

If Churches Follow Specific Strategies, Does That Have Any Negative Outcomes?

One perceived negative is that when missionaries approach those churches and the strategies don’t align then the missionary doesn’t get support. In reality, we don’t consider that a negative (the missionary might disagree temporarily), because the church is now able to do more based on their strategy. Assuming the strategy is intentional toward the completion of the Great Commission, then the task as a whole is advanced more than if churches continue to operate without a strategy duplicating effort in reached areas rather than unreached.

So, What Issues Is Heritage Still Working Through?

Some of the issues our selection team is wrestling with are below.

* **College Education** – What should be our role with supporting missionary children in college, via extra budget for the missionary? Is it the parents’ responsibility to pay for college? Is it our responsibility to provide extra for it? Stateside, parents pay from their existing salary, they don’t have the option to increase salary to pay for college. But our income is based upon what we can earn, not that which someone determined was sufficient. Did that “sufficient” amount include plans for college? Stateside, the teen earns money through high school to help pay for college, but

often the teens overseas are not allowed to earn an income in their country due to government restrictions on those who are not citizens. Does it matter if it is a Christian school? Does it matter what the intended career goal is? Does it matter if the child is a believer? Is our role different when we send vs. partner with the sending church by supporting the missionary?



* **Retirement** – Some originally went to the field without any counsel to save toward retirement, some were sent and told not to plan, just trust God. We are evaluating the existing missionaries’ needs on an individual basis and making decisions accordingly. But what do we do with those who desire to significantly boost money toward retirement in their later years? Do we allow more to compensate for those who did not plan early enough? If so, what would be a maximum dollar amount per month (or % of income?) and should it change based on age?
* **Performance Evaluation** – Some people are self-motivated, some are absolutely driven to accomplish that which is in front of them, others maybe not so. Some work very hard but not necessarily in a productive manner. Stateside, performance evaluations are not too difficult when the standards of measure are all objective (sales/hour, pieces manufactured, tasks accomplished, etc.). However it is more difficult stateside when the job descriptions are vaguer and the measurement of the goals are more subjective (personnel management, pastoral responsibilities, operational oversight, etc.). It is much more difficult when the missionary has goals that are subjectively measured and that are done from the other side of the world! Also some fields are significantly more difficult; clearly we cannot compare the “fruit” of those who are plowing a very hard and rocky soil with those who are reaping in a grove that is flourishing from the efforts of those who preceded them. Yet, we should do evaluations, accountability and stewardship demand it. We know that communication, trips to their field, and collaboration with the agency are all a portion of the answer. We are seeking input from some of our missionaries, our agencies, and from others as missionary metrics seems to be on the front burner of many in the missions arena.

Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

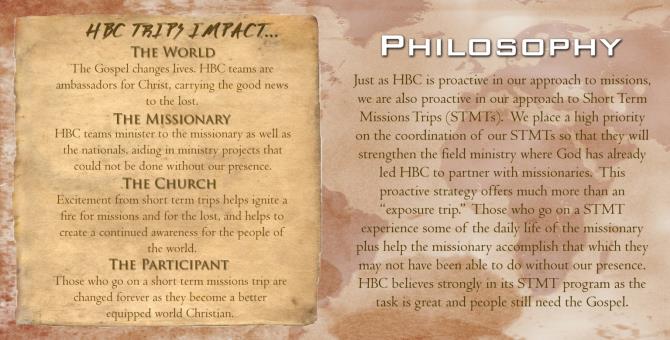
SHORT TERM MISSIONS TRIPS (STMT) & MISSIONARY DEVELOPMENT PROCESS (MDP)

***Leading a World Missions Church* Seminar**

STMT - Introduction & Biblical Pattern

The Biblical model for short term missions trips was set by Jesus through discipleship. Jesus appointed His disciples “that they might be with him and that he might send them out to preach” (Mark 3:14). Not only did they follow Jesus everywhere He ministered, but He sent them out on their own several times during His time on earth, and ultimately as He was ascending to Heaven. Also, Paul instituted a pattern of taking a team of people with him on his missionary journeys.

It is critical that the senior pastor take missions trips, not just the pastor in charge of missions. It is from the senior pastor that the church as a whole will catch the vision for missions.

STMT - Types of Trips

There are three types of missions trips: pastoral shepherding trips, exploratory trips, and team ministry trips.

A pastoral shepherding trip goes with the purpose of visiting sent and supported missionaries. Such visits are extremely meaningful to a missionary. This is an opportunity to encourage, counsel, disciple, evaluate, and set goals.

An exploratory trip will usually involve at least one pastor and/or missions leadership members. This is an opportunity to select a future target for strategic effort. This trip should explore the need and logistics for future ministry in that area. Helpful resources in researching the area include meeting with missionaries already there and interviewing national believers to see how a new strategic effort might be best utilized by them.

A team ministry trip will typically include pastoral leadership and members of the congregation. HBC teams minister to the missionary as well as the nationals, aiding in ministry projects that could not be done without our presence. This should not be thought of as “an exposure trip;” exposure will happen as a by-product. Don’t waste your efforts by making that the objective, much more should happen.

STMT - Purposes Of Short Term Trips

Some short term teams can focus on **evangelism**: sharing the gospel with as many people as they can. This can be done through a myriad of ways: preaching, open air events, dramas, puppets, singing groups, passing out tracts, sports events, camps, etc.

Another purpose is Biblical **training**. This is particularly effective in restricted access countries where some pastors have nothing but a Bible, if even that, in their libraries. Do not worry about if you are qualified to teach or not. If you have had a Sunday school education in a good Bible teaching church, you have more training than many pastors in foreign nations. However, we must take care to be humble in training; even though we have had more opportunities for learning and education, we still can- and will- learn from the people there!

Mission trips can also serve as an **encouragement**. Your missionaries will be greatly encouraged when a team of people they know from their church comes to help them for a short time. National pastors will also be encouraged that a church from another country cares enough about them to take the time and money to come assist in their ministry.



**Support** teams serve a very specific, specialized purpose. These can be medical teams, technical support teams, construction teams, business teams, etc. They go to provide skills or complete a project that a missionary or local church does not have the resources or training to do on their own. These can be very effective in limited access countries where a team could not come evangelize openly.

Don’t be tempted by tourism: remember why you are traveling and fulfill the purpose of your mission!

STMT - Selection Of A Team

Team members should attend church regularly and be faithful in ministry. Look at where they are serving now (make sure they are serving now), and how God has gifted them. People’s attitudes,

emotions, and motives for going on trips are very important. They must be flexible and have spiritual maturity. Teams will be put into stressful situations on trips, so it is necessary to know how to handle stress with Biblical wisdom. Team members must also be in good enough health to withstand the rigors of travel.

Church members at HBC wanting to go on a short term missions trip must fill out an application and be accepted to participate in a trip.

STMT - Selection Of A Leader

The leader must have relational skills to deal with all the members of the team, the missionary or local church they are working with, and the nationals they are ministering to. They must be able to resolve interpersonal conflict should it arise. The leader also needs leadership skills, and ministry skills in what the team will be doing. It is also important to be competent in crisis management: what happens if a flight is canceled or leaves early, or if the team runs into trouble with the local authorities? Above all, the team leader must be spiritually mature and have experience. You learn a lot of little things about yourself and others every time you travel.

STMT - Selection Of A Place To Visit

Our goal is to develop **strategic partnerships**, so we tend to send teams to our missionaries or national partners, or to unreached people groups.

The type of ministry you want to do will play a part in where you go. One type of ministry is not equally effective or needed everywhere. Research locations before you go.

Finances are also important to consider: be sure you can handle the cost and that the payout is worth the effort and expenses. Also be careful in determining the size of teams because some missionaries can’t handle large groups and would benefit more from having only one or two come for a longer time. You should also consider physical realities such as the climate or living conditions in the country you want to go to, as that may hinder some people depending on their health.

STMT - When To Go

Go when there is an opportunity in that location to be of service. Many opportunities, such as running a summer camp or constructing a new building, only occur at one time. If you are visiting a missionary, make sure the time is convenient with them.

*Your missionaries will*

*be greatly*

**encouraged** *when a team of people they*

*know from their church*

*comes to* **help** *them*

*for a short time*

Consider the climate of that country; it may hinder or help the ministry, especially in very hot or cold areas, so be careful when you go. To aid in financing the trip, look at off season times. Travel arrangements are much more expensive during tourist season. Also, look at your home ministry schedule, and when the best time would be for you to be gone.

STMT - Training For The Trip

In order for a mission trip to be successful, there must be individual preparation and training for the team before embarking on the trip. Individuals must prepare spiritually for their ministry. The team must get to know each other and work together. There should be ministry equipping for the team so the ministry is planned out and prepared. For example, if the team will be doing skits or singing, those must be chosen and practiced. If the team will be teaching, they must learn how to teach and prepare lessons and visuals.

*For detailed class lesson plans, please see the HBC* **Short Term Missions Trip Training Manual** *which is in a separate binder.*

Cultural orientation is also very helpful: learn a few key phrases in the language and some of the idiosyncrasies of the culture. How do they greet each other? How do you eat? How do you show respect? What is okay in your culture but would offend someone in the target culture? The more you know about a culture before you go, the more smoothly you can transition into it and limit culture shock.

Even with planning, the team must be **flexible** in case of change. In many cultures, plans are optional, and ministry opportunities may arise that hadn’t been prepared for. The more experience you have, the more resources you have to pull from.

At HBC, we have a Wednesday night elective class to train specific short term mission teams the semester before they go. For detailed class lesson plans, please see the HBC Short Term Missions Trip Training Manual which is in a separate binder.

STMT - Financial Planning

Encourage those considering going on an STMT to save their money so when they do decide to go on a trip they will not have to raise as much support. They could also set aside earnings specifically for the trip, i.e. take on a temporary job. Those who work hard to earn money for a missions trip usually end up with a higher level of commitment to it.

To seek support from other people, some write fundraising letters. We encourage sending these to friends and family outside the church of attendance so as not to take resources away from full-time missionaries the church supports. If the church wants to assist people on short term trips, they should plan scholarships into the church budget.

STMT - Reentry

When returning from a trip, participants must have a **debriefing** to help them process what they have experienced on the trip, and to transition back into their life at home that may not seem the same anymore. Encourage them to talk about what impacted them: the more a person has to discuss it, the more they can think through things and put them into perspective.

The team should also give a **report** to the church when they return so the church is always kept in the loop of what happened on the trip. The report presentation should be allotted a whole service if the team is from the church, or share a service with other church teams; if it was just one individual, they can give a short testimony.

Don’t forget to send a written thank you to all who have helped, even if it was in an indirect manner. The supporters will want a report of the trip, and this is an excellent time to thank them again for helping in your work and ultimately God’s work.

STMT - Value of Short Term Trips

Short term trips have much value to the missionary, participants, and the church. They can bring excitement and **energy** to the workers on the field, and accomplish projects quickly that the missionary could not have done on their own. For missionaries preparing to go to the field, a short term trip can help them better adjust and prepare to move there permanently.

Short term trips help the participants obey the great commission and be exposed to God’s work overseas. Through the trip, participants can catch a greater vision for missions and a broader worldview. After seeing some areas of the world, they will gain an appreciation for what they have in their home country, such as material things, education, and personal liberties.

The church will develop a better **understanding** of the mission field and their missionaries and be better able to pray for them and support them because of the personal contact. From personal experience, they can see the call and ministry of the missionary.

STMT - Cautions

There is great value in short term missions trips, but there can are also be some liabilities. Short term trips should not become a substitute for career missions; people who go to the field for a week or two should not conclude they have done their part. A trip is not a replacement for full-time missions. We must stay diligent to not just work at missions briefly and think we are done, we must continue until the mission, the Great Commission, is accomplished.

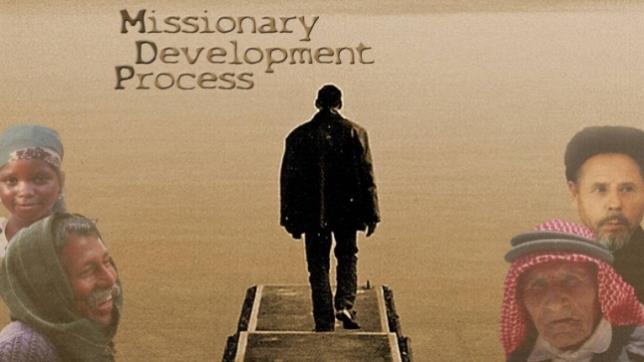
Short term trips can also become an adventure rather than a ministry. The trip should not be viewed as a vacation or just “doing something different.”

In churches, there can be a budget imbalance if too much of the missions money is used for short term trips rather than to support career missionaries. For some ministries, it may be more useful to just give them the $2000 or more that it would take you to get to the field.

If trips are not planned properly, they can be an imposition to the missionary. If the effectiveness of the trip will not outweigh the time and expense, it would be better to stay home. *[For more information on short term missions trips, see DVD session 11.]*





MDP - Introduction

If our goal is to “equip the saints for ministry,” we must ask ourselves how well we are equipping them and sending them out. In the year 1900, 80% of people who responded to an invitation to the mission field actually ended up on the mission field. By 2000, the percentage had dropped to 8.3%. What difference did 100 years make? Are people too busy? Too materialistic? Too easily distracted? Is Satan more effective now than he was then? Is the church just pointing people to a missions agency and allowing them to fall through the cracks?

The biggest issue is that people are **uninformed**. Not only candidates are uninformed, but pastors as well. They ask, “What do we do next?” but nobody has an answer.

*The* **responsibility** *to send missionaries lies within the* **local church***,*

*not the*

*mission agency.*

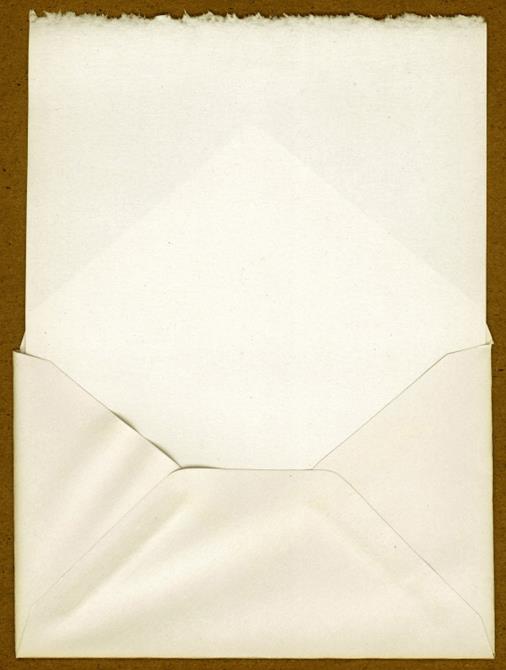
Ephesians 4:11-12 states, “It was he who gave some to be apostles, some to be prophets, some to be evangelists, and some to be pastors and teachers, **to prepare God’s people for works of service**, so that the body of Christ may be built up…”

The answer is a proactive program, called the Missionary Development Process (MDP), developed by Allen Waldrep and Glen Kurka of Heritage Baptist Church. This process can be customized to meet specific needs, backgrounds, and personalities of candidates.

The responsibility to send missionaries lies with the local church, not the mission agency.

The information that follows is a copy of our MDP manual. The forms we use are in this text, for your convenience there is an index at the end of this book for all the forms in this book, digital versions are also available.

MDP - A Few Words About This Manual From Pastor Allen



This manual for the Missionary Development Program will doubtless continue to develop as we at Heritage continue to refine that which we do, the equipping of the saints for ministry. The process thus far has had tremendous investment from many resources, including but not limited to: Colonial Baptist Church of Cary, NC; Calvary Church of Lancaster, PA; Moody Church of Chicago, IL; our own learning from in-house experience, and Glenn Kurka who has served numerous churches as a consultant in missions and has wonderfully served us as a member of HBC. I am very grateful for the input and look forward to how God will use this manual at HBC and other churches that might decide to do as we did, to benefit from the best freely offered by others in the body of Christ.

May God bless all those mentioned above, and the many others not mentioned, as they have blessed this ministry effort.

With you, serving Him,

Allen Waldrep

Missions Pastor

MDP - A Few Words To The Potential Missionary Candidate

We are happy you are considering the will of the Lord to help fulfill the Great Commission among the unreached people groups of the world. You probably have many questions and may not believe you are well prepared for this awesome missionary calling. Be assured that you are not alone on this journey. We intend to walk with you during this process to determine your role and the role of Heritage in this task of fulfilling the Great Commission.

*“If a commission by an earthly king is considered an* **honor***, how can a commission by a Heavenly King be considered a* **sacrifice***?”*

*– David Livingstone*

Why all of this Training?

Heritage Baptist Church is committed to sending missionaries that will succeed and grow spiritually in ministry. The alarmingly high missionary attrition rate bears witness to the fact that missionaries need to be well prepared in every facet of their life and ministry. HBC cares about our missionaries and their ministries, therefore we seek to fully equip them for the work of ministry (Ephesians 4:11-12). This training has been carefully and thoughtfully put together for the purpose of equipping candidates to become the most effective ministers in their respective cultures of ministry.

Missions Philosophy

Heritage Baptist Church is committed to see the Great Commission fulfilled. Our primary mission focus is to reach the unreached and least-reached with the Gospel of Christ by facilitating church planting & mission sending movements among these people groups. Therefore, we will equip, send, and care for missionaries raised up from within HBC to accomplish this objective.

*HBC is committed to sending missionaries that will* **succeed** *and* **grow** *spiritually in* **ministry**

Acts 13:1-4 exemplifies God at work through the local church and individuals to send workers into His field. When this “call” is determined, the church and the missionary will jointly contract an agency to work with us. The agencies’ role is to help us accomplish our goals before and after the missionary arrives on the field. This will necessitate the delegation of some responsibility and authority to the agency, however, the church will maintain the ultimate authority under God.

Sometimes, the leadership of HBC will proactively approach a person whom they have observed would possibly fit well in mission service. At other times, an individual may first approach the HBC leadership and express an interest in missions. The process can begin either way. Whichever way the process begins, we believe that both the candidate and the church will ultimately reach the same conclusion if God has “called” the candidate to missions.

As we start this journey together, here are a few things to keep in mind:

The MDP is a self-paced, competency driven, and interactive program.

You will help set the pace for your progress as you work through each assignment prescribed for effective mission ministry.

You will have a mentor, the MDP Coordinator, and the Missions Pastor interacting with you as you work through the assignments and evaluations.

The MDP has expectations as you proceed through the training.

You will be expected to complete each assignment and be evaluated for competence of knowledge and skills for mission ministry.

We realize life issues can affect the process. Therefore, we ask you to share with your mentor, MDP Coordinator, and/or Missions Pastor any concerns, difficulties or problems that are affecting your progress during the process.

Finally, your involvement and/or completion of various levels of the MDP does not guarantee that Heritage Baptist Church will send or support you. Please discuss this as necessary with the Missions Pastor and complete the “Statement Of Mutual Understanding”

**

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| --- |
| MDP - Personal Assessment Questionnaire  *(Rev.1/1/12)*  *Form 1 of 3 required for application to entry the HBC Missionary Development Process.*  *This form will expand as you type, please complete the form, save it on your computer and then send as an attachment to* [*awaldrep@HBClynchburg.com*](mailto:awaldrep@HBClynchburg.com) *You will also need to complete the Missionary Questionnaire and the Statement of Mutual Understanding.* |

|  |  |
| --- | --- |
| Full Name: | Date: |
| Phone: (   )   - | Email: |
| Address: | |
| Date of Birth: | |
| Marital Status (select all that apply):  Single  Separated  Widowed  Married  Divorced  Remarried | |
| Spouse’s name: | |
| If you have any children, please give their names: | |
| Educational Background | |
| University: | |
| Dates attended: | Graduation date (mm/yr): |
| Degree/major(s): | Minor(s): |
| University: | |
| Dates attended: | Graduation date (mm/yr): |
| Degree/major(s): | Minor(s): |
| Vocational Background | |
| Employer: | |
| Describe significant work experience: | |
| Retired or planning to be in near future: | |
| Ministry Information | |
| Are you a full-member of this church?  If not, are you a member of another church? If so, which church? | |
| List the ministries at HBC in which you have participated, and for how long. | |
| List other significant ministry experience, including overseas. | |
| What are your interests regarding geographic location and/or people groups for future ministry? | |
| Ministry interests: | |
| Personal Information | |
| Briefly explain how and when you became a Christian and what Christ means to you now. | |
| What influenced your desire to serve in missions overseas? | |
| What is your current timeline for when you would be able to enter full-time missions? | |
| What would you, your employer, friends, or family say that you do best? | |
| If we asked your employer, friends, or family, how would they evaluate you in these categories:  Dependability Comments:  Initiative Comments:  Appearance Comments:  Teamwork Comments:  Integrity Comments:  Friendliness Comments:  TimeManagement Comments:  ProblemSolving Comments:  Flexibility Comments:  Consistency Comments: | |
| Please share any other factors that would be important for us to know as we consider your potential ministry involvement (hurdles, obligations, children, health, family relationships, finances, etc.) | |

*Thank you. May God continue to bless you as you continue to serve Him,*

*Pastor Allen*

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| MDP - Statement Of Mutual Understanding  *Form 2 of 3 required for application to entry the HBC Missionary Development Process.*  *Please sign, copy and give the original to the Missions Pastor. You will also need to complete the Personal Assessment Questionnaire and the Missionary Questionnaire.* |

I understand that admission to the Heritage Baptist Church Missionary Development Process (MDP) does not guarantee approval as a Heritage Baptist Church missionary or necessarily entitle me to financial support of any kind.

I understand that I will only be appointed as a Heritage Baptist Church missionary if I am judged by the congregation and its leadership to:

1. possess the requisite qualifications for missionary service
2. have successfully completed the Heritage Baptist Church Missionary Development Process (MDP)
3. have a ministry and field of service that are within the objectives of Heritage Baptist Church and are a fit for my talents and gifts.

I also understand that the HBC leadership and congregation operate with limited financial resources. Practically speaking, HBC cannot financially afford to send everyone who desires to go and satisfies the 3 criteria points above. Therefore I indeed understand that there are no promises of financial commitment given or implied in any way. I therefore understand there is nothing implied or promised that I will be able to complete the entire MDP.

Candidate's name printed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Candidate's signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

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| MDP - Missionary Questionnaire - His  *Form 3 of 3 required for application to entry the HBC Missionary Development Process (MDP). For the MDP, you will also need to complete the Personal Assessment Questionnaire and the Statement of Mutual Understanding.*  *This form is also utilized for all who are applying for missionary support from HBC.*  *This form will expand as you type, please complete the form, save it on your computer and then send as an attachment to* [*awaldrep@HBClynchburg.com*](mailto:awaldrep@HBClynchburg.com) |

As a missionary, you are particularly susceptible to Satan's attacks. You may have been under attack in ways you might not even be aware of. The following questions are prepared to open up areas of discussion. It is hoped that as a result of these discussions, we will be able to help you take care of any areas that need attention in your life so you can be an even better equipped servant of the Lord.

Please do not worry about how we will interpret your answers, or what answer we are "looking for". We are human beings too and have the same or similar weaknesses as you do.

**Name**:       **Date**:

**I am**:

**Name of home church if not HBC**:

**FOR ALL**:

1. Do you currently have an accountability partner? If yes, who?
2. Do you engage in regular personal Bible reading or study?
3. Are you involved in any ministry outside of your home church?

If yes, indicate specifics here:

1. Have you been involved in ministry work at your home church?

If yes, indicate specifics here:

1. Do you spend time regularly praying for concerns other than your own personal and family needs?

1. Do you regularly memorize portions of scripture?
2. Do you regularly spend time praying with people outside your family?
3. Do you seek to share your faith with individuals on a regular basis?
4. Have you personally showed someone how to accept Christ as Savior in the last two months?
5. Have you personally led someone to Christ in the last year?
6. Do you know for sure that there are at least ten people who pray earnestly and regularly for you?

1. In the past year have you looked at any sexually stimulating movies, videos, web pages, or pornography in any form? If yes, please explain
2. Have you, do you, or will you, drink alcohol as a beverage? If yes, please explain

Please explain your position on this issue of drinking alcohol as a beverage.

1. Have you used prescription drugs without a prescription, different than the prescription, or at a time other than for when prescribed? If yes, please explain
2. Have you, do you, or will you use tobacco products? If yes, please explain
3. Have you, do you, or will you participate in gambling or games of chance played for monetary gain? If yes, please explain
4. Have you ever been found guilty of a criminal offense? If yes, please explain
5. Have you ever entered a plea of nolo contendere (no contest) or guilty to a criminal offense? If yes, please explain
6. Has your driver’s license ever been suspended or revoked? If yes, please explain
7. Has any court ever determined that you have committed abuse against a child or spouse? If yes, please explain
8. Have you ever been charged with child abuse or neglect? If yes, please explain
9. In there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance and care of children/youth? If yes, please explain
10. Will a criminal background check reveal anything that should be discussed? If yes, please explain      . *Note that anything learned in background checks that have not been previously explained will be viewed as a violation of trust and will likely disqualify you from our consideration.*
11. Are you presently involved in inappropriate sexual behavior? If yes, please explain
12. Are you generally satisfied with your physical health?
13. Do you consider yourself "overweight"?
14. Do you frequently eat snacks between meals?
15. Do you have any physical, mental, emotional, or medical limitations or impairments that would hinder or interfere with you performing any kind of work or ministry? If yes, please explain
16. Do you have a regular, planned exercise routine in which you exercise at least 60 minutes a week?

1. Do you communicate with all your supporters and prayer partners at least once every three months?

1. Do you report all monetary gifts that you receive, due to your being a missionary, on your tax return?

1. Are you usually "under supported"?
2. Do you currently have any debt? If yes, how much?
3. Do you consider yourself generally a happy person?
4. Do you frequently take on more responsibilities than you should?
5. Are you seeing most of your goals as a missionary being met?
6. Are you satisfied with the missionary work you have done?
7. Does someone in your mission agency periodically evaluate your missionary work and discuss the evaluation with you?
8. Do you find your mission agency leadership generally willing to listen to your concerns?
9. Do you believe that your mission agency has the right focus in the country where you work?
10. Do you have a close friend of the same sex with whom you sometimes share very personal matters?

1. Do you have a close relationship with one of the pastors at your home church?
2. Does your home church provide at least 20% of your support?
3. Are you generally satisfied with your relationship with your home church?
4. Do you find that most church members do not understand what being a missionary is all about?
5. Are there at least three people from this church, other than family or pastors, who communicate with you regularly?
6. If your parents are living, are you particularly concerned about their health and well being?
7. Have you generally had a close and open relationship with your parents?
8. Are your parents generally supportive of your decision to work in missions? If no, explain.
9. Are you generally satisfied with your spiritual health?
10. Are you generally satisfied with your mental health?
11. Are you generally satisfied with your emotional health?
12. Have you suffered the loss of a very close family member or friend in the last 3 years?
13. Does your missionary work sometimes place you in physical danger?
14. Have you had a close call with death in the last three years?
15. Has your house been burglarized or vandalized in the last three years?
16. Have you been personally robbed or assaulted in the last three years?
17. Have you had things stolen from your car or luggage in the last three years?
18. Do you find yourself growing in love for the people you minister to?
19. Do you find yourself losing love for the people you minister to?
20. Do you frequently watch movies, videos, or TV shows that show violence?
21. How many hours per week, on average, do you watch TV?
22. Do you sometimes use curse words when you are upset?
23. Do you often observe that many of your fellow missionaries are not really doing the job they should be doing?
24. Do you often observe that most missionaries are overworked and underpaid?
25. Will a credit background check reveal anything that should be discussed? If yes, please explain      . *Note that anything learned in background checks that have not been previously explained will be viewed as a violation of trust and will likely disqualify you from our consideration.*
26. Do you own a house or land?
27. Have you invested, or have you strongly considered investing, in precious metals and/or gems?
28. Do you own stocks and/or securities?
29. Are you often concerned that you seem to be better off financially than other missionaries?
30. Are you often concerned that you seem to be worse off financially than other missionaries?
31. Would you like a different missionary assignment from what you expect to be doing when you return?

1. Is your own missionary work often attacked by some organized religion?
2. Is your own missionary work often attacked by government agents?
3. Is your own missionary work often attacked by some other organized effort?
4. Other than the Bible, list what book(s) you have read in the last 12 months
5. What preparations must still be made before entering the field? Please list and describe.
6. What other questions do you think we should be asking our missionaries? Please write out the question along with your answer.

**FOR MARRIED COUPLES**:

1. Do you regularly spend time praying with your wife?
2. If you have children living at home, do you have a regular time to discuss God's Word together as a family?

1. Are you satisfied with the spiritual health of all your children?
2. How will you handle the children’s education on the field?
3. Are you completely satisfied with your sexual relationship with your wife?
4. Do you ever discuss sexual matters with your children?

**FOR SINGLES**:

1. Are you currently in a relationship?
2. Do you anticipate marriage?

Other comments that you would like to share:

Revised 3/17/11

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Please explain your position on this issue of drinking alcohol as a beverage.

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4. Do you ever discuss sexual matters with your children?

**FOR SINGLES**:

1. Are you currently in a relationship?
2. Do you anticipate marriage?

Other comments that you would like to share:

Revised 3/17/11

MDP - An Overview Of The 3 Training Stages & 9 Steps In The MDP

HBC believes that every Christian has a responsibility to be a fully devoted, dedicated, disciple of Jesus Christ. Jesus told us to be “witnesses of Him” in Jerusalem, Judea, Samaria and to the ends of the earth. The majority of people attending HBC will stay in the U.S. and be witnesses in their daily lives and through local outreach ministries of HBC. These people will also be involved in the sending of others. We believe the mandate of the Great Commission and the need of the world makes it clear that EVERYONE is either called to be sent or called to send, no one is called to stay!

The Missionary Development Process is designed to help those who are sent as well as facilitate the sending of those missionaries. While in the MDP, it may be determined that God has not designed you for cross-cultural missionary service. We view your time and effort in the MDP as a major benefit to you and to the body of Christ as a whole. Your world view will be significantly enhanced. Your knowledge and understanding along with your passion will equip you to be greatly used by God as a very effective sender. We will rejoice with you (whether sent or a sender) as you bring glory to our Lord through ministry that helps the nations to worship Him.

*THE MDP is designed to help those who are* **sent** *as well as facilitate the* **sending** *of those missionaries*

There are three training stages in the MDP.

Stage 1 – Assessments & PDP

You will work with the Missions Pastor, the Missionary Development Team, the MDP Coordinator and a mentor to evaluate your calling and preparedness for missionary service.

*The key outcome of this stage is the affirmation of calling and an assessment of preparation needed for missionary service with a resulting design of your Personal Development Plan (PDP) which will be utilized throughout the MDP.*

Stage 2 - Ministry & Field Determination

With sufficient training and preparation through your PDP, you will then be coached through research to determine the best location and type of ministry based on needs of the field, ministry goals of HBC, and your giftedness, abilities, skills, and passions. Then an agency will be selected followed by approvals of Selection Team, pastors, deacons, and the agency.

*The key outcome of this stage is the defining of the ministry commitment including the field of service, general nature of work, and mission agency with appropriate approvals.*

Stage 3 – Pre-Field

When all prerequisites are met, you will be presented to the church for a vote of approval to become a “SENT” missionary of HBC. You will then organize your Sending Team and develop ministry partners for prayer and financial support. During this time you will have many opportunities to impact and equip churches and individuals for the purpose of glorifying God through world missions.

*The key outcome of this stage is to develop a sufficient support team for prayer, care, and financial support. A critical component of this is your ministry to them.*

**NOTE:** During all three stages there are assignments for continual training. See the “MDP - Overview On One Page” (see next page) which illustrate the 9 steps in the MDP process.

MDP - Organizational Structure

MDP - Overview On One Page

**STAGE 3**

Pre-Field

Church Approval & Form Sending Team

Presentation to church in special business meeting

Official start-up of Sending Team at business meeting

Practice presentations to team

Pre-Field

Develop presentations, materials, ministry options to churches

Development of Ministry Partners

Commissioning Service

Schedule service

Plan service & invitations

Departure For the Field

Final farewells

Training

**Readings**

Missionary Biography

Serving as Senders

Culture Shock

Other books required by agency

**Courses/Classes**

Culture/Language Acquisition

Mission Agency Requirements

Peace Maker

**Practicums**

Local Church Ministry (24 hours)

Agreements

The Sending Team’s Relationship & Job Descriptions

\* Be sure you own this book

**STAGE 2**

Ministry & Field Determination

Assignment

Identify ministry skills/types

Identify UPGs/Countries

Identify Potential Assignments

Interview for Assignments

Research Related Mission Agencies

Application with Mission Agency

HBC Application & repeated Missionary Questionnaire

Selection Team Approval

Interview and Approval

Pastoral/Deacon Approval

Presentation by Missions Pastor and Approval

Mission Agency Approval

Attend Candidate School and agency approval

Training

**Readings**

\* Muslim Evangelism (Parshall)

The Great Omission (Mcquilkin)

The Messenger, The Message, & The Community

The Master Plan of Evangelism

Missionary Biography

People Pleasers - Are You Pleasing Man or Pleasing God

Other books required by agency

**Courses/Classes**

Transformational Giving Video

5 Independent studies of people groups utilizing web & books

**Practicums**

Local Church Ministry (24 hours)

Agreements

HBC Sent Missionary Agreement

Assessment

Bible Knowledge

Bible Application Essay

Personal Written Doctrinal Statement

Oral Doctrinal

Personality Profile

Spiritual Gifts

Relationship Skills

Team Dimensions Profile

Evangelism

Moral Purity

Life Skills

Character Development & Spiritual Growth

Training

**Readings**

\* Let the Nations Be Glad

\* Decision Making and the Will of God

\* Radical (Platt)

\* Getting Things Done (Allen)

\* 2 books from moral purity resource list

\* Church Planting Movements (Garrison)

From Jerusalem to Irian Jaya

TNT contact manager manual

**Courses/Classes**

Leading a World Missions Church (LAWMC)

*Through God’s Eyes*, by Patrick Cate

**Practicums**

Competent to teach LAWMC

Local Church Ministry (48 hrs)

Local Cross-Cultural Ministry (24 hrs)

Int’l Short Term Missions Trip

Begin contact database in TntMPD

Agreements & Checks

Missions Strategy & Policy Agreement

Criminal & Credit background check

**STAGE 1**

Assessments & PDP

**Commission**

**&**

**Accountability**

**Pre-Field**

**Ministry**

**Church Approval & Form Sending Team**

**Design Personal Development Plan**

**CALL -**

**Corporate**

**& Individual**

**Candidate**

**School & Agency**

**Approval**

**Pastoral**

**& Deacon**

**Approval**

**Selection**

**Team**

**Approval**

**Determine**

**Field then Agency**

MDP - Overview Of Areas Of Candidate Development

**Spiritual Growth**

*This will include a plan to grow in godly character and spiritual maturity in obedience to God’s Word.*

**Personal / Family Life Stability**

*This will include a plan for developing stable relationships between husband and wife and parents and children.*

**Christian Worldview**

*This will include a plan to understand God’s heart for the nations, how He views the people of the world and how He wants to use you to help fulfill the Great Commission.*

**HBC Mission Philosophy and Strategy**

*This will include a plan to gain understanding of HBC’s mission vision, strategy and operation. The candidate should then be able to teach it to churches where they minister.*

**Local Church Involvement and Recognition**

*This will include a plan to train under local church leadership to develop ministry skills in local and global ministry and to be affirmed for ministry and missionary service.*

**Spiritual Gift-mix**

*This will include a plan to discover and develop your spiritual gifts, abilities, personality and talents for God’s glory.*

**Leadership, Organizational and Presentation Skills**

*This will include a plan to develop leadership skills from local church leaders and other mentors.*

**Financial Freedom**

*This will include a plan to gain and maintain financial freedom from debts.*

**Bible/Ministry Training**

*This will include a plan to gain Biblical & Theological training for local church ministry and missionary service.*

**Cross-Cultural Experience**

*This will include a plan to gain experience in cross-cultural ministry both locally and globally.*

**Ministry Field**

*This will include a plan to research and determine a potential ministry field in agreement with HBC leadership.*

**Mission Agency Identification and Acceptance**

*This will include a plan to identify a mission agency and the process for acceptance for missionary service.*

Training in these growth areas are accomplished in a variety of group and individual training classes, events and assignments. Each area will be evaluated with the Missions Pastor, the candidate and his mentor to determine a Personal Development Plan (PDP).

MDP - Mentor Job Description

A crucial component of this program is the mentor. The role of the mentor is to provide personalized accountability and guidance for the candidate’s personal and spiritual preparation prior to the mission field. The mentor fulfills several needed functions for the candidate, such as:

* **Friendship**. The mentor will support the candidate by prayer, encouragement, and affirmation.
* **Shepherding**. The mentor will provide spiritual nurture, guidance, and challenge.
* **Accountability**. The mentor will help the candidate stay on course, keeping them accountable for progress toward the goal of completing each area of the MDP as it is designed.
* **Evaluation**. The mentor will help the candidate to see their strengths, as well as recognize and deal appropriately with their weaknesses. They will need to be sensitive and insightful in this role, as it eventually culminates in their final recommendation to Heritage Baptist Church.

The following are some of the requirements considered in the approval of a mentor. The mentor must:

* be an HBC member, faithfully attending and serving here
* be committed to support the purpose, philosophy, and strategy of HBC
* read the MDP Training Manual
* be trained in the Missionary Development Process
* be committed to implement the MDP Training Manual as designed
* be living a life that exhibits spiritual maturity
* be committed to world evangelism

Each candidate in the MDP will offer 3 names as requests for their own mentor. The requests should be from the current list of approved mentors (discuss with Missins Pastor). The Missionary Development Team will strive to approve from this list of 3. The mentor selected for the candidate must also:

* accept the request
* agree to commit sufficient time and energy into the candidate’s life
* be of the same gender
* be committed to giving loving and honest feedback
* be willing and able to maintain candidate’s accountability
* pray regularly for and with the missionary candidate
* meet monthly (at minimum) for:
* personal life interaction and updates
* encouragement
* prayer for individual and the nations
* review assignments
* review the PDP and POA
* determine new assignments
* schedule the next meeting time
* complete the Progress Report and send to MDO Coordinator
* provide confidentiality as is biblically appropriate
* discuss positive points, conflicts, problem areas, and any other issues of concern with the MDO Coordinator and Missions Pastor as needed
* provide formal feedback to Missionary Development Team and Missions Selection Team when appropriate

MDP - Steps Of Training Process

Initiating the MDP



* Interest expressed by person (initiated by person or a HBC pastor)
* Introductory information and questionnaires are given to the interested person (see detailed checklist for initiating the MDP on page 56)
* Church membership confirmed (non-members may benefit by going through the assessments and training in Stage 1, we are glad to help, but the entire MDP is designed for those who hope to become a HBC sent missionary. Faithful HBC attenders too young to be a member may still enter the MDP but they should go through New Connections and become a member ASAP)
* Interview with Missions Pastor
* Interview with MDP Leadership Team
* Invitation to enter the MDP offered and accepted
* Mentor assigned
* Meeting with new candidate, missions pastor, and mentor

Step 1 – An Evaluation Of The “Call” (Individual & Corporate) Begins

**CALL -**

**Corporate**

**& Individual**

This evaluation of the “call” began individually and corporately prior to this step and it will continue to be evaluated, especially in Stage 1 (which is steps 1 & 2), and ultimately until placed on the field. HBC will continue to evaluate how the candidate may fit into the HBC strategy and if HBC leadership believes they have a corporate “call’ to send the individual. If HBC decides against sending the individual that should not be viewed as an invalidation of the individual’s “call” rather that the individual’s call does not correlate with that which HBC has been called.

Step 2 – Individual Assessments Are Made And Utilized To Design A Personal Development Plan

**Design Personal Development Plan**

The Two-Hour Meeting

Present in this meeting is the Missions Pastor, MDP Coordinator, mentor, and candidate. The initial meeting of Step 2 should include 45-60 minutes for introductions/background given by mentor and candidate. The balance of the two hours should be for the mentor to again walk through an overview of the assessments and training involved in the MDP. The mentor will ask the candidate to make notes expressing where he is strong/weak in each area. These areas will be reviewed the next time they meet as they map out the assessment time schedule and look toward completing the Personal Development Plan (PDP).

Assessment of Candidate and Personal Development Plan (PDP) is Developed

The MDP is a time for training, assessment and discernment to determine how this candidate might best be used to glorify God in mission service. He will be evaluated in the following growth areas. A Personal Development Plan (PDP) will be prepared outlining areas for development.

Spiritual growth

Personal/family life stability

Christian worldview

HBC mission philosophy and strategy

Local church involvement and recognition of peers toward mission ministry

Spiritual gifts

Leadership/organizational/presentation skills

Financial freedom

Bible training

Ministry training

Cross-cultural experience

Mission ministry commitment (including location & nature of work)

Mission agency identification & acceptance

Assessments and individual areas of development will likely run concurrently as it is not necessary to complete all assessments before executing specific areas of the POA.

**Presentation to the Church**

Shortly after beginning the MDP, he is presented to the church leadership for prayer and encouragement. This will also cause the church leaders to start prayerfully considering whether the person should be a sent missionary of HBC. Leadership will begin watching this person in their interaction with others, ministry, faithfulness, servanthood, etc.

After several months, with all indicators pointing toward a positive outcome, the Missions Pastor coordinates with Senior Pastor & Worship Pastor for an end of service prayer for this person in the MDP. All Stage 1 assessments should be completed prior.

Mentor Helps with Plan of Action (POA) to Execute the PDP

The mentor will meet periodically (minimum one/month) for encouragement, discussion of assignments, assessment and review of the PDP. The PDP must have a Plan of Action (see page 166) for each assignment and a plan of accountability. Initially the POA is only to accomplish the assessment, then areas that need to be developed will have an additional POA developed to bring that area to the level it needs to be for missions ministry service.

The mentor will complete a Monthly MDP Progress Report (see page 165) after each meeting to track the individual’s progress. A copy will be sent to the MDP Coordinator.

Each meeting should be a time for:

* 1. Personal life interaction and updates
  2. Encouragement
  3. Prayer for personal and the nations
  4. Review assignments
  5. Review the PDP and POA
  6. Determine new assignments
  7. Schedule the next meeting time
  8. Complete the Progress Report and send to MDP Coordinator.

The mentor will discuss positive points, conflicts, problem areas and any other issues of concern with the MDP Coordinator and Missions Pastor as needed.

The MDP duration will be customized for each person based on needed growth areas reflected by the assessments and candidate’s time availability.

Detail of the assessments utilized in the Personalized Development Plan (PDP) is found in the following pages.

Step 3 – Mutually Determine The Field & Agency

**Determine**

**Field then Agency**

During MDP the person will be praying as he explores and researches the field opportunities related to HBC ministries, new desired focus areas of HBC, as well as other opportunities with recognized mission agencies. The candidate may attend candidate school as an exploratory step to consider field presentations, this however is not to accept agency approval. When a potential field is determined between the Missions Pastor, mentor, candidate, and related mission agency, the candidate then makes application to the mission agency. Agency approval of the candidate is not desired until after Selection Team and Pastoral/Deacon approval. This will ensure that candidates are not sent for agency approval until HBC believes they are ready to be presented.

The mission agency has been involved in this step to help determine the fitness of the person for this ministry and may suggest areas for personal development. They can also inform of any special requirements or training needed for this potential ministry. A tentative support chart is determined by the church and mission agency to be presented to the Selection Team.

Meeting to determine if candidate is ready to present to the Missions Selection Team

A minimum of one meeting will need to be scheduled with the Missions Pastor, mentor, MDP Coordinator and the candidate to discuss the Missionary Development Program (MDP), Personal Development Plan (PDP), Application, background checks, and the Missionary Questionnaire. The purpose of this meeting is for the Missions Pastor to decide (utilizing team meeting input) if the person is now qualified to be presented to the Selection Team. Plan three hours for this meeting, more meetings will follow if necessary.

Step 4 – Selection Team Approval

**Selection Team Approval**

The Selection Team will review the MDP of the candidate, the potential field of ministry, the mission agency recommended, the tentative support chart, and any other issue related to this candidate. This first meeting in this Selection Team Approval process will be for presentation and question/answer. The Selection Team will then use the time until the next scheduled meeting to prayerfully consider the person, their ministry, if Heritage should be involved, and if so, to what degree. The next Selection Team meeting is the earliest that a decision will be made; additional time may be required for a wise decision.

**Potential Outcomes of Selection Team meetings:**

1. Approval for the ministry field(s), mission agency and a tentative amount of support committed. The Selection Team will make a recommendation to the Pastoral Staff and Deacons for this person to be a Sent Missionary of HBC. Note that the approval of the Selection Team equates a recommendation to the Pastors and Deacons.

- Or -

1. Determination that additional MDP needed in specific areas and/or additional research needed about the ministry/field opportunity. Then another presentation will be scheduled as these criteria are met.

- Or -

1. Determination that this candidate does not qualify as a sent missionary of Heritage Baptist Church

Step 5 – Pastoral And Deacon Approval

**Pastoral**

**& Deacon**

**Approval**

The Missions Pastor will send an email to the Pastoral Staff and Deacons presenting the Selection Team recommendation of the candidate to become a sent missionary of Heritage Baptist Church, the ministry location, and mission agency. The Missions Pastor will then present this recommendation verbally to the Deacons and Pastors in a deacon board meeting to allow for Q & A.

Upon approval, the Missions Pastor authorizes the candidate to attend the Candidate Orientation/School of the mission agency and to seek their approval. The missionary candidate has probably already been in process with the agency but ideally has not received the agency approval prior to this time.

Step 6 – Candidate School & Agency Approval

**Candidate**

**School & Agency**

**Approval**

The person will attend the Candidate Orientation/School and go before the board or approval process of that agency.

The results could be:

1. Approved without conditions.

– or -

1. Approved with conditions to be completed in a Personal Development Plan. (PDP)

– or -

1. Completed Candidate Orientation/School, but did not go before the Board for approval at this time. There are usually a few more things that need to be determined before going before the Board for approval.

– or -

1. Not approved at this time due to issues that need to be resolved before approval can be given. Approval will require a return to the agency board for agency approval process.

Step 7 – Church Approval & Form Sending Team

**Church Approval & Form Sending Team**

The Missions Pastor will work with the Senior Pastor to schedule a special business meeting to present the newly appointed missionary to the church for a vote of approval as an HBC Sent Missionary. The meeting can also be used to help recruit members to the Sending Team. There will be a time of prayer affirming the missionary and his present Sending Team members.

One method of accomplishing this would be to have this 10-15 minute special business meeting after the Sunday Evening service. The evening service will be planned a little shorter to accommodate this business meeting.

Each Sent Missionary of HBC will develop a Sending Team. They will focus on caring for their missionary during the pre-field ministry time, while on the field and upon returning to the U.S. for home ministry. The mentor will guide the missionary as he develops this team. Usually, the candidate has already developed a team of prayer partners who have been praying for him in the MDP. These prayer partners often become the core of the Sending Team.

Step 8 – Pre-Field Ministry

**Pre-field Ministry**

The Pre-Field Ministry (PFM) time is when the missionary will complete any required training in the PDP from the church and mission agency. This time is about “relationship building.”

The missionary should view this time as serving the church(es) in the advancement of their mission ministry, as well as a time to develop ministry partners for prayer and financial support. HBC leadership will assist the missionary in making contact with churches for presenting the ministry.

Step 9 – Commissioning And Accountability

**Commissioning & Accountability**

When the missionary is nearing departure for the field, the Missions Pastor will schedule a Commissioning Service. The missionary will plan the service in conjunction with the Missions and Worship Pastors. This will be a time of prayer, challenge, encouragement and commitment. This commitment and accountability is mutual between HBC, the missionary and mission agency.

The missionary should be at 100% support before the commissioning service. Ideally the commissioning service is within a week or two of departure.

Departure for the field

The Sending Team will help coordinate any final needs for packing, shipping, partying, rides to the airport, etc.

MDP - Initiating the MDP Checklist

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed**

1. Interest expressed by person (initiated by person or a HBC pastor) \_\_\_\_\_\_\_\_\_\_
2. Personal Assessment Questionnaire (PAQ) and Missionary Questionnaire sent \_\_\_\_\_\_\_\_\_\_
3. HBC Missions Strategy booklet given for immediate familiarization \_\_\_\_\_\_\_\_\_\_
4. Initial interview with missions pastor scheduled \_\_\_\_\_\_\_\_\_\_
5. PAQ and HBC Questionnaire received by Missions Pastor \_\_\_\_\_\_\_\_\_\_
6. Church membershipconfirmed, became an official church member on \_\_\_\_\_\_\_\_\_\_

(non-members may benefit by going through the assessments and training in Stage 1, we are glad to help, but the entire MDP is designed for those who hope to become a HBC sent missionary. Faithful HBC attenders too young to be a member may still enter the MDP but they should go through New Connections and become a member ASAP)

1. Initial interview with missions pastor \_\_\_\_\_\_\_\_\_\_
   1. Missions pastor determines if he believes the person is a viable

candidate for the MDP \_\_\_\_\_\_\_\_\_\_

* 1. Statement of Mutual Understanding signed & given to Missions Pastor \_\_\_\_\_\_\_\_\_\_
  2. Permission form for criminal and credit background checks given \_\_\_\_\_\_\_\_\_\_
  3. MDP given to potential candidate for study prior to next interview \_\_\_\_\_\_\_\_\_\_
  4. PAQ & Missionary Questionnaire forwarded to MDP Leadership Team \_\_\_\_\_\_\_\_\_\_
  5. Interview with MDP Leadership Team scheduled \_\_\_\_\_\_\_\_\_\_

1. Meet with MDP Leadership Team \_\_\_\_\_\_\_\_\_\_
   1. Completed permission form for background checks received \_\_\_\_\_\_\_\_\_\_
   2. Topics discussed to include, but not limited to: perceived calling for missionary service, personal character, spiritual life and maturity, moral purity, bible and ministry training, ministry experience, cross-cultural experience, mission interests/UPG, HBC missions strategy, steps 1-9 of

the MDP, commitment to MDP \_\_\_\_\_\_\_\_\_\_

* 1. Invitation to enter the MDP extended \_\_\_\_\_\_\_\_\_\_

1. Invitation accepted \_\_\_\_\_\_\_\_\_\_
2. MDP mentor assigned: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_
3. Meeting with Missions Pastor, mentor and candidate scheduled \_\_\_\_\_\_\_\_\_\_
4. Meeting with Missions Pastor, mentor and candidate \_\_\_\_\_\_\_\_\_\_

MDP Stage 1(Assessment/PDP) Checklist

**Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed**

**The 2 Hour Overview Meeting (see detail on page 137)** \_\_\_\_\_\_\_\_\_\_

**Assessments**

Bible Knowledge Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Bible Application Essay Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Personal Written Doctrinal Statement successfully completed \_\_\_\_\_\_\_\_\_\_

Oral Doctrinal Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Personality Profile Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Spiritual Gifts Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Relationship Skills Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Team Dimensions Profile Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Evangelism Skills Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Moral Purity Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

Life Skills Assessment successfully completed \_\_\_\_\_\_\_\_\_\_

**Presentation to the Church (see detail on page138)** \_\_\_\_\_\_\_\_\_\_

**Readings**

\* Let the Nations Be Glad \_\_\_\_\_\_\_\_\_\_

\* Decision Making and the Will of God \_\_\_\_\_\_\_\_\_\_

\* 2 books from moral purity resource list \_\_\_\_\_\_\_\_\_\_

\* Getting Things Done (David Allen) \_\_\_\_\_\_\_\_\_\_

The Great Omission (Mcquilkin) \_\_\_\_\_\_\_\_\_\_

From Jerusalem to Irian Jaya \_\_\_\_\_\_\_\_\_\_

When People Are Big and God is Small \_\_\_\_\_\_\_\_\_\_

TNT contact manager manual \_\_\_\_\_\_\_\_\_\_

**Courses/Classes**

Leading a World Mission Church \_\_\_\_\_\_\_\_\_\_

Through God’s Eyes, by Patrick Cate \_\_\_\_\_\_\_\_\_\_

**Practicums**

Competent to teach LAWMC \_\_\_\_\_\_\_\_\_\_

Local Church Ministry (48 hrs) \_\_\_\_\_\_\_\_\_\_

Local Cross-Cultural Ministry (24 hrs) \_\_\_\_\_\_\_\_\_\_

Int’l Short-term Missions Trip \_\_\_\_\_\_\_\_\_\_

Begin contact database in TntMPD \_\_\_\_\_\_\_\_\_\_

**Agreements & Checks**

Missions Strategy & Policy Agreement \_\_\_\_\_\_\_\_\_\_

Criminal & credit background check \_\_\_\_\_\_\_\_\_\_

Missions Pastor, mentor, and candidate have met and agree that the

candidate is ready for stage 2 \_\_\_\_\_\_\_\_\_\_

Stage 1: Assessment & PDP

Designing The Candidate’s Personal Development Plan (PDP)

God is more interested in WHO you are than WHAT you do. Character emanates out of your growing relationship with God. You will minister out of who you are. Therefore, your spiritual development needs to be the highest priority.

Take time to review each of the following areas for personal and spiritual growth. Evaluate what you have already accomplished and what you still need to work on. Ask your mentor to help you create a Personal Development Plan (PDP) to help you grow. The PDP should contain these key components to be effective.

Action Items: *Identifies specifically what you need to do and how you will do it.*

Accountability: *Provides someone to help you evaluate your progress.*

Results: *Focuses on progress not perfection. The progress needs to be sufficient to be ready for the field as determined by all who will have a part of your approval process (Missions Pastor, mentor, PDP coordinator, MDP Team, selection team, pastors, deacons, agency, and church body).*

**To help you create your PDP and develop it over time, you need to consider the following steps:**

1. Identify the areas you need to work on with your mentor(s).

2. Create a PLAN of ACTION (POA) for each area with start and completion dates.

3. Involve your mentor in the POA to help you grow.

4. Determine the accountability structure for evaluation.

Note that HBC offers Life Training Electives on Wednesday evenings that may provide some of the training needed in the PDP. This would therefore be an efficient means for accomplishing the needed development.

The following pages outline training suggestions and requirements for each area.

Bible Knowledge Assessment

Purpose

HBC believes that a solid foundation of Biblical knowledge is foundational to effective life and ministry. Therefore, all missionaries must display a sufficient grasp of the Bible in order to fulfill the spiritual ministry assignments. HBC is more interested in the candidate’s competency of the Scriptures rather than the acknowledgement of credentials (i.e. 30 hours of formal Bible training). Note however that the selected agency may require some formal training.

The Bible Assessment Tool

* will help determine if sufficient competency exists for the intended ministry opportunity,
* and if not it will identify areas where a plan of action to gain competency is needed.

Practical Steps

1. The candidate contacts the Missions Administrative Assistant to schedule the Bible Knowledge Assessment on an office computer. The 100 question assessment is to be completed by the candidate in private from personal knowledge, without the use of the Bible or resources. To help cover the cost of this assessment the candidate is charged $20.
2. Upon completion, the exam is scored and a candidate receives a copy of the results. A copy of the result is also sent to the mentor.
3. The candidate and mentor evaluate Bible Knowledge strengths and weaknesses, a POA (plan of action) is developed as part of the PDP (Personal Development Plan) if needed. A minimum of 80% must be achieved for sufficient competency.
4. The mentor forwards the POA to the MDP coordinator. If there are any concerns the MDP coordinator discusses them with the Missions Pastor. A copy of all records is forwarded to the Missions Pastor for the in-office file.

Potential Outcomes

1. If assessment score is 80% or higher, the candidate passes. A POA for improvement is optional.

-Or -

1. If assessment score is less than 80%, the candidate works with the mentor to develop a POA to raise the competency level.
   1. This POA could include church related courses, formal education by residence, a Distance Learning Program, or other forms of study.
   2. The POA recommendation is submitted to the MDP coordinator for approval or modification.

Bible Application Essay Assessment

Purpose

Missionaries must know more than Bible facts. They must have a competency of understanding and applying the Bible in everyday life situations. There could be times for formal teaching and discipleship, as well as informally needing to apply Biblical principles to life issues.

Practical Steps

1. The candidate contacts the Missions Administrative Assistant to schedule the Bible Application Essay assessment on an office computer. This assessment consists of essay questions that will require thought and practical understanding of the Scriptures. The candidate will answer three out of five possible essay questions in a MS Word document on the computer. The only resource to be used is an unmarked Bible.
2. Upon completion of the assessment, it is forwarded to the mentor and the MDP coordinator who will together evaluate it. A copy of the evaluated assessment with comments is forwarded to the Missions Pastor for review and to potentially add comments.
3. The mentor discusses the answers and comments with the candidate. A POA is developed for the areas that need improvement.
4. The mentor forwards the POA to the MDP coordinator. If there are any concerns the MDP coordinator discusses them with the Missions Pastor. Copies of all records are forwarded to the Missions Pastor for the in-office file.

Potential Outcomes

1. The candidate has displayed sufficient competency as determined by mentor, MDP coordinator, and Missions Pastor.

-Or-

1. The candidate has not displayed sufficient competency. The candidate then works with the mentor to develop a POA to raise the competency level.
   1. This POA could include church related courses, formal education by residence, a Distance Learning Program, or other forms of study.
   2. The POA recommendation is submitted to the MDP coordinator for approval or modification.
   3. The Bible Application Essay assessment is taken again to obtain a satisfactory competency level as determined by mentor, MDP coordinator, and Missions Pastor.

### 

Personal Written Doctrinal Statement

Purpose

All Sent missionaries are required to write a personal doctrinal statement that reflects their understandings and commitments in basic Christian doctrine. This exercise will help the candidate formulate a foundation of WHAT he believes and WHY he believes it.

This exercise will help prepare you for the Oral Doctrinal Exams.

Practical Steps

1. This is not an exercise in creative writing or literary skills. We are more interested in the quality of your understanding of your beliefs than the quantity of text. There is no minimum requirement for the length of this project. Use as much or little space as needed to state your belief.
2. This is YOUR personal doctrinal belief. DO NOT “cut and paste” statements from other writings. Write in your own words what you believe.
3. Cite biblical references and passages that support your belief. We are not interested in mere ideas or opinions about the Bible. You may use your Bible for this exercise.
4. You can arrange your doctrinal statement in your own style. Please include the following topics:

The Bible

Theology proper, the triune God

Jesus Christ: who He is, what He did, and will do

Holy Spirit: who He is, what He did, and will do in the lives of the lost and the saved

Mankind: origin, nature, and destiny

Sin

Salvation

The Church

Satan, Demons and Angels

Future prophetic events

1. Upon completion, submit your paper to your mentor as a MS Word document. The mentor and the MDP coordinator will together evaluate the doctrinal statement. A copy of the doctrinal statement with comments is forwarded to the Missions Pastor for review and to potentially add comments.
2. The mentor discusses the doctrinal statement and comments with the candidate. A POA is developed for the areas that need improvement.
3. The mentor forwards the POA to the MDP coordinator. If there are any concerns the MDP coordinator discusses them with the Missions Pastor. Copies of all records are forwarded to the Missions Pastor for the in-office file.

Potential Outcomes

The candidate has displayed sufficient competency as determined by mentor, MDP coordinator, and Missions Pastor.

- Or -

The candidate has not displayed sufficient competency. The candidate then works with the mentor to develop a POA to raise the competency level.

* 1. This POA could include church related courses, formal education by residence, a Distance Learning Program, or other forms of study.
  2. The POA recommendation is submitted to the MDP coordinator for approval or modification.

The modified doctrinal statement is again submitted to obtain a satisfactory competency level as determined by mentor, MDP coordinator, and Missions Pastor.

Oral Doctrinal Assessment

Purpose

All Sent missionaries are required to defend their faith before a panel of pastoral staff. This will help the candidate affirm his beliefs and display a competent level of public presentation skills. This is not a time to overwhelm the candidate with complicated or ridiculous questions, but to encourage him as he defends his faith. The nature of the questions will include practical field application of doctrine.

Practical Steps

1. The candidate will inform the Missions Pastor when he is ready to schedule the Oral Doctrinal assessment. The Missions Pastor will confirm a scheduled time with the pastoral staff, mentor and candidate. The exam usually takes 2-3 hours. The topics to be discussed are the same as in the written doctrinal statement.
2. The oral will take place and the pastoral staff will offer encouragement, instruction and recommendation for further preparation as needed.
3. Upon completion, the candidate will be informed of the results.
4. The candidate will schedule a time with the Missions Pastor to review the results.

Potential Outcomes

The candidate has displayed sufficient competency as determined by the oral doctrinal panel.

- Or -

The candidate has not displayed sufficient competency. The candidate then works with the mentor to develop a POA to raise the competency level.

* 1. This POA could include church related courses, formal education by residence, a Distance Learning Program, or other forms of study.
  2. The POA recommendation is submitted to the MDP coordinator for approval or modification.
  3. The oral doctrinal assessment is repeated to obtain a satisfactory competency level.

Personality Profile

Purpose

HBC desires to see strong missionary teams. Noting that each person is uniquely created by God. He gave each of us a personality with a certain tendency toward relating to others. Some people are more laid back and easy going while others are more domineering and direct, neither is inherently wrong, but either can be manifested incorrectly. As you serve on a missionary team or in any relationship, how you communicate with others will play a major part in developing harmonious relationships. Improperly handled differences in personalities can cause major team disharmony. Scripture teaches that such a “personality conflict” is a lack of maturity in one or both participants. This assessment will help the candidate identify their strengths and weaknesses so they can know how best to relate to other team members, spouses, church, agency, and other relationships. Hopefully, this will result in better team relationships and unity.

Note that personalities can be modified and must be modified as we become more like Christ. The candidate should never dismiss the negatives as being “just the way you are.” The candidate’s personality can and should be changed as they grow in their walk with the Lord. The DISC assessment will help identify their personality and communication style and suggest how to approach and relate to others in an effective way.

Practical Steps

1. The candidate obtains a DISC Assessment from the Missions Administrative Assistant.
   1. To help cover the cost of this assessment the candidate pays $20. Spouse will also complete a profile at no additional charge.
   2. A link and access code will be emailed to the candidate
2. Upon completion, the candidate schedules a meeting with the Missions Pastor and mentor to review assessment results.
3. Personal exercises may be suggested for functioning with different personalities.
4. A POA is developed for your communication areas that need improvement.

Potential Outcomes

1. If you have a good understanding of the results and are communicating well with others, you will be encouraged to continue.

**- Or -**

1. If there are concerns with the results, you will work with your mentor to develop a POA.
   1. This POA could include reading assignments, counseling, church related courses, or other forms of study.
   2. The POA recommendation is submitted to the MDP coordinator for approval or modification.
   3. The mentor should see deliberate effort to make change and positive results of those efforts during the mentorship. Progress and failures in this area need to be discussed with the candidate, mentor, MDP coordinator, MDP Team, and the Missions Pastor.

Spiritual Gifts Assessment

Purpose

When a person becomes a believer in Jesus Christ, God gives them spiritual gifts to edify (build up) the individuals of the church and to accomplish His purposes through the church. Each person serving well in their areas of giftedness help the Body of Christ operate in unity, love, care and compassion for one another. Missionary teams need different spiritual gifts working together to accomplish God’s work of world evangelization. This assessment tool will help identify your spiritual giftedness and how you can complement people with other giftedness.

Practical Steps

1. The candidate obtains a Spiritual Gifts Inventory form from the Missions Administrative Assistant. There is no charge for this assessment.
2. Upon completion, submit your Spiritual Gift Inventory to your mentor. The mentor will then schedule a time to review it with you.
3. A POA is developed to enhance and build upon your giftedness. How your giftedness might be used in ministry on the field is discussed.
4. The mentor forwards a copy of the Spiritual Gift Inventory with comments and the POA to the MDP coordinator. Copies of all records are forwarded to the Missions Pastor for the in-office file.

Potential Outcomes

If you have a good understanding of the results and are working toward enhancing and utilizing your giftedness, you will be encouraged to continue.

**- Or -**

If you have questions or concerns with the results, you could be given reading assignments and/or counseled to help you understand your giftedness and how to more effectively bring glory to the Lord.

Discuss Your Development of Relationship Skills

Purpose

Learn practical applications of biblical truth from the mentor especially regarding your relationship skills.

Practical Steps

Answer the questions. The fields will expand as you type.

On the evaluation scale of 1-5, self-evaluate using this guide:

1 = the truth of that statement is virtually non-existent in my life,

2= that statement is untrue in my life more than it is true

3 = that statement is true about as often as untrue

4 = that statement is true in my life more than untrue

5 = that statement is well exemplified in my life (though not perfect)

Discuss with mentor regarding their observation and that which they understand from other evaluations of you. This discussion will likely be lengthy over several sessions. It is critical that these issues are fully explored as weaknesses must be resolved before going to the field.

With your mentor, design POAs for each area as needed.

1. I humble myself before the Lord and I am honest as I evaluate my life against biblical standards.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. I have learned to deal with issues and solve problems as quickly as is prudent.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. I seek help of biblical counsel as needed.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. I know how to take a vacation for relaxation and refreshment.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. I learn from my employer and others when they remind or rebuke me.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. I am used of God to effectively help others grow in areas of Christian character.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. In working with others, I effectively deal with issues and when necessary confront biblically in a spirit of humility.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. I am effective working in a team and I get along well with other personalities.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. People who know me well say that I am a good listener.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. When appropriate I am quick to ask for forgiveness, give forgiveness and readily forget the past.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. I effectively balance life issues to lower my stress.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. Others will say they are encouraged by me and that I am a comfort in times of grief.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

FOR MARRIED COUPLES:

1. My spouse and I periodically evaluate our relationship, then make adjustments as needed.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. My spouse will say that I provide sufficient quality time for our relationship.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. My children will say that I spend quality time with them.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. We are pleased with the way our child(ren) are being raised and that it is biblical. ( If no children yet, then base response on plans .)

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

FOR SINGLES:

1. I anticipate being married one day and have a plan in place that I utilize as I select my future mate.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. I have appropriate biblically based dating guidelines.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

1. My parents will say that I have a very positive relationship with them.

Self-evaluation on the 1-5 scale mentioned above: Choose an item.

How does this concept play out in your life and of what value is it in your life?

Click here to enter text.

*Mentor’s comments:* Click here to enter text.

Team Dimensions Profile Assessment

Purpose

You have probably been on some good teams, as well some bad ones. When each person on the team understands their role and the roles of the other team members, the team will function more effectively in accomplishing the task. Whether it is a sports team or a missionary team, there are tasks to perform and goals to achieve.

Sometimes when teams are not functioning well it is because people are not serving in the best place they are designed to function. Though everyone may have responsibilities in multiple dimensions of the team , some seem better suited for certain dimensions, all are vital and important in the church planting process. This assessment helps identify individual qualities so that each team member can function where they are most productive.



Practical Steps

1. The candidate obtains a Team Dimension Profile from the Missions Administrative Assistant.
   1. To help cover the cost of this assessment the candidate pays $20. Spouse will also complete a profile at no additional charge.
   2. A link and access code will be emailed to the candidate
2. Upon completion, the candidate schedules a meeting with the Missions Pastor and mentor to review assessment results.
3. Personal exercises may be suggested for functioning with different personalities.
4. A POA is developed for your communication areas that need improvement.

Potential Outcomes

If you have a good understanding of the results and are working toward enhancing your team effort, you will be encouraged to continue.

**- Or -**

If you have questions or concerns with the results, you could be given reading assignments and/or counseled to help you understand how you might best work inside a team.

Evangelism Skills Assessment

Purpose

Since God wants all people to hear about Him so that they can have opportunity to believe on Him and become a worshiper of Him, each believer should know how to effectively share the Gospel of Christ to instruct someone in the way of salvation. Since a major part of missionary work is evangelistic, each missionary should be effective in their evangelism approach. We recognize that some people are gifted by God as an evangelist. God also expects every believer to be a witness of Jesus Christ and share their faith, regardless if they have been called to be an evangelist or not.

There are several methods and styles of evangelism. It would be good to be proficient at more than one approach. Each person is encouraged to witness their faith in a manner that is compatible with their gifts, personality and related styles. Each person should also be able to work well outside of their “comfort zone.”

Skill in evangelism is gained over time as you learn various approaches and apply them in actual relationships with lost people.

The candidate should understand why not to utilize language such as “ask Jesus into my heart”, “pray this prayer…”, etc.

This assessment will help identify your understanding of the Gospel and effectiveness in presenting it.

Practical Steps

1. The candidate will write in his own words, from memory, the Gospel as he would share it with someone. If desired, he can use diagrams in the presentation. He can use the Bible for reference.
2. Once complete, the candidate will contact an evangelism assessor from the approved list to arrange a time to conduct the assessment. The mentor should also be present at this assessment. The mentor will have a list of approved assessors.
3. The candidate meets with the assessor and mentor to make his presentation in two parts:
   1. Written – The candidate submits the document prepared in step 1.
   2. Oral – The candidate will present the Gospel to the assessor using the method written. The assessor will play the role of a lost person and present mild questions and/or objections.
4. The assessor and mentor should discuss their observations with the candidate. The assessor and mentor should also prepare a written evaluation of the competency of the presenter and the gospel presentation. Comments should be made concerning:
   1. Knowledge of Scripture and the salvation plan.
   2. Understanding of the gospel message.
   3. The logical flow of the presentation
   4. Ability to effectively communicate the Gospel.
   5. Ability to adequately handle the questions and objections
   6. Strengths and weaknesses of the process
5. This evaluation is sent to the MDP coordinator for review and discussion as needed. Copies of all records are forwarded to the Missions Pastor for the in-office file.

Potential Outcomes

1. The candidate has displayed sufficient competency.

**- Or -**

1. The candidate has not displayed sufficient competency
   1. A POA including additional evangelism training is decided by the mentor and candidate to develop skills to sufficient competency
   2. The POA recommendation is submitted to the MDP coordinator for approval or modification.
   3. When ready, the written and oral presentation is rescheduled using the same parameters as the original time.

Evangelism Skills Assessors

The candidate shall contact an approved assessor to interact with their presentation of the Gospel. This should be done after the candidate has written their presentation of the Gospel and is prepared to present it with good working knowledge. Practice makes perfect. List of approved assessors is available from Missions Pastor.

Moral Purity Assessment

Purpose

God places high standards on Christian conduct and morality. The world around us often lowers the standard and tolerates things that are unacceptable to God. How we use our bodies as instruments of holiness and honor are important in bringing God glory and pleasing Him.

Everyone is vulnerable to slide into impurity, both single and married. Missionaries are especially susceptible to sexual and moral impurity as they are bombarded with the stress that comes from the intense, relational nature of cross-cultural ministry.

In an effort to “prove yourselves to be blameless and innocent, children of God above reproach” (Phil. 2:15) it is important to guard your heart against this slide and attacks from the evil one. Otherwise, as you drop your guard, you will open the door for immorality, questionable ethics, promiscuous appearances, and outright sinful activities and habits.

We desire to help develop margins, boundaries, guidelines and habits that will help the candidate check these areas so God will be honored throughout his life and missionary career.

Practical Steps

1. Read and discuss a minimum of 2 of the book resources on the next page
2. Study and discuss information available on website resources listed on the next page
3. The mentor will review the Missionary Questionnaire with the candidate and discuss areas of strength and potential weakness.
   1. Missionary Questionnaire was completed upon application to the MDP
   2. Mentor will note any updates/changes since the questionnaire was completed
4. Moral margins, boundaries, and guidelines (some are listed on next page) will be discussed and recommended to the candidate that they may maintain moral purity. It is noted that a legalistic list does not guarantee moral purity but a lack of moral precaution is foolish. This is a discussion of the candidate’s convictions and practices, not an imposed list on the candidate.

Results

1. If the candidate has good margins, boundaries, and guidelines in place, being followed, and are living above reproach, then they are commended and encouraged to continue.

**- OR -**

1. Any areas that the mentor believes should be addressed will be discussed and assignment(s) agreed upon with the candidate to deal with the issues of concern.
   1. Notes and follow-up evaluations will be reported and entered in the candidate’s personal file.
   2. Any areas that are critical to the moral character and conduct of the candidate and remain unresolved may cause the candidate to be removed from the MDP.

Moral Purity Guidelines and Resources

Guidelines to be considered

* Make sure at least one other adult is with you when working with one child or person of the opposite sex in a closed space.
* Be open and public in spending time with others. Stay visible to others.
* When meeting with someone one-on-one, be sure the room has a window or door for others to see clearly the situation.
* If single, be accompanied by one other person of the same sex (or your spouse, if married) when traveling with one child or someone of the opposite sex.
* Be sure that a touch can never be misconstrued to be abusive, harassment or a sexual advance.
* Avoid intense eye contact with any person of the opposite sex
* Words are easily misunderstood. Be careful in what you call others and those of the opposite sex. Avoid teasing, course joking, flirting.
* Use your computer in public places where anyone can see the content.
* Use screeners on your computer for sexual language and pornography.
* Submit your computer to accountability software such as “Safe Eyes” (www.internetsafety.com)

Book Resources

* *Authentic Beauty,* Leslie Ludy
* *Every Man's Marriage: An Every Man's Guide to Winning the Heart of a Woman*, Stephen Arterburn
* *Every Man's Battle: Winning the War on Sexual Temptation One Victory at a Time*, Stephen Arterburn, Fred Stoeker, and Mike Yorkey
* *Every Young Man's Battle: Strategies for Victory in the Real World of Sexual Temptation*, Stephen Arterburn, Fred Stoeker and Mike Yorkey
* *Every Woman's Marriage: Igniting the Joy and Passion You Both Desire*, Shannon Etheridge
* *Every Woman’s Battle: Discovering God’s Plan for Sexual and Emotional Fulfillment*, Shannon Etheridge
* *Every Young Woman's Battle: Guarding Your Mind, Heart, and Body in a Sex-Saturated World*, Shannon Etheridge & Stephen Arterburn
* *Set Apart Femininity,* Leslie Ludy
* *Sex Is Not The Problem, Lust Is*, Joshua Harris
* *The Purity Principle: God’s Safeguards for Life’s Dangerous Trails*, Randy Alcorn
* *Raising Pure Children in an Impure World*, Richard Durfield
* *When God Writes Your Love Story,* Eric and Leslie Ludy

Website Resources

* *Sexual Purity in Missions*, article by Ken Williams <http://www.urbana.org/articles/purity-on-the-mission-field> (or ask Missions office for a copy).

#### What Cross-Cultural Workers Ought to Know about Sexual Stress, article by Ronald Koteskey <http://www.crossculturalworkers.com/sexualstress.htm> (or ask Missions office for a copy).

* [www.internetsafety.com](http://www.internetsafety.com) - “Safe Eyes” web filtering software that blocks and monitors internet browsing, instant messaging, email, and social pages (Facebook, etc.) as desired. It provides usage reports and alerts to email or cell. Highly recommended, protects 3 computers for $49.95/year.
* [www.missionarycare.com](http://www.missionarycare.com) - care on various topics.
* [www.crossculturalworkers.com](http://www.crossculturalworkers.com) - care for stress and temptation.
* [www.family.org/married.romance](http://www.family.org/married.romance) - articles for promoting intimacy in marriage and confronting sexual addiction.

Life Skills Assessment

Purpose

Each day of our lives we deal with a variety of issues and relationships. It is important to learn and practice basic life skills in the United States before attempting them in another culture. The better you handle these skills here will hopefully, help prepare you for less stress as you adjust to a new culture.



Practical Steps

1. The candidate and mentor will discuss how candidate’s skill level and how the candidate currently practices the following:

* planning time wisely with margins for downtime
* quality time with the Lord and in His Word
* living a simple and frugal life style
* able to create a digital spreadsheet for budget purposes
* living within your budget
* using a bank with online services such as bill payment
* properly using a debit card
* properly using a credit card
* consider investment options for your savings and retirement
* planning meals and shopping for food
* cooking meals using basic ingredients, not prepackaged food or mixes
* cleaning house regularly
* doing laundry
* practicing hospitality
* properly setting the table for guests and knowing/practicing table manners
* ability to perform general household repairs: electricity goes off, etc.
* basic car maintenance such as change tire, check fluids, etc.
* ability to generate a newsletter in digital format (docx, pdf, etc.)
* learn how to live on your own apart from your parents or college dorm
* hold down a steady job for a year or more

1. Assignments can be agreed upon to improve these skills as needed.
2. A written evaluation will be prepared by the mentor and reviewed by the candidate for agreement. There might be several evaluations over time depending on the assignments and progress made.
3. These evaluations will be submitted to the Missions Pastor for review and entered in the candidate’s personal file.

Results

1. If the candidate is doing well in these areas they are commended and encouraged to continue

**- OR -**

1. Any areas that the mentor believes should be addressed will be discussed and assignment(s) agreed upon with the candidate to deal with the issues of concern.
2. Notes and follow-up evaluations will be reported and entered in the candidate’s personal file.

Plan for Character Development and Spiritual Growth

Purpose

Develop/modify a life plan that facilitates spiritual maturity.

Practical Steps

1. Briefly answer the questions below
2. Meet with mentor for their comments

**Devotions**: How important is this to you? Click here to enter text.

What is your method/routine? Click here to enter text.

Should this realistically change? Choose an item. If so, how will you change it? Click here to enter text.

*Mentor comments:* Click here to enter text.

**Bible Study**: How important is this to you? Click here to enter text.

What is your method/routine? Click here to enter text.

Should this realistically change? Choose an item. If so, how will you change it? Click here to enter text.

*Mentor comments:* Click here to enter text.

**Prayer**: How important is this to you? Click here to enter text.

What is your method/routine? Click here to enter text.

Should this realistically change? Choose an item. If so, how will you change it? Click here to enter text.

*Mentor comments:* Click here to enter text.

**Scripture Memory**: How important is this to you? Click here to enter text.

What is your method/routine? Click here to enter text.

Should this realistically change? Choose an item. If so, how will you change it? Click here to enter text.

*Mentor comments:* Click here to enter text.

Missionary Development Process (MDP) Progress Report

*(This is a sample of the report to be completed online*)

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/**

**Mentor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount of meeting time:**

**Topics Discussed:**

**Issues to deal with:**

**Questions that need answers:**

**New Assignments and POA:**

**Recommendations:**

**Comments:**

MDP Plan Of Action

*(This is a sample of the report to be completed online)*

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mentor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Start Date: \_\_\_\_\_/\_\_\_\_\_/**

**Planned Completion Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_ Actual Completion Date: \_\_\_\_\_/\_\_\_\_\_/**

**My current status:**

**Barriers to be overcome: `**

**The desired level of improvement:**

**The means to measure when this is successfully accomplished:**

**ACTION STEPS**

|  |  |  |
| --- | --- | --- |
| **What needs to be done** | **By When?** | **Evaluation of Results** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

If properly done, the above steps will accomplish the desired improvement? Yes / No

Training: Reading (Required & Recommended)

*All books are available for checkout from missions office library and HBC library*

Required

* *Let the Nations Be Glad*, John Piper
* *Decision Making and the Will of God*, Gary Friesen
* *Radical,* David Platt
* *Getting Things Done,* David Allen
* 2 books from moral purity resource list (on page 52)
* *Church Planting Movements*, David Garrison
* *From Jerusalem to Irian Jaya,* Ruth Tucker
* TNT contact manager manual
* Be sure you on these books with the red bullet mark.

Recommended

* *Ordering Your Private World*, Gordon MacDonald
* *Out of the Salt Shaker and Into the World: Evangelism as a Way of Life*, Rebecca Pippert
* *Spiritual Leadership*, J. Oswald Sanders
* *The Beginner’s Guide to Spiritual Warfare*, Neil Anderson & Timothy Warner
* *The Complete Green Letters*, Miles Stanford
* *Trusting God: Even When Life Hurts*, Jerry Bridges
* *Unveiled At Last*, Bob Sjogren
* *The Messenger, The Message, & The Community*, Roland Muller
* *People Pleasers Are You Pleasing Man Or Pleasing God*, Joyce Meyer
* *When People Are Big and God is Small,* Edward Welch
* *The Stranger on the Road to Emmaus*, John Cross
* *(for children with parents) Peanut Butter Friends in a Chop Suey World,* Deb Brammer
* *Serving As Senders*
* *A Mind for Missions*

Practical Steps For Each Book Read

**Write** a one page report for the book read. You may write more than one page.

State the following:

* Summarize the main purpose of the book.
* What insights did you gain from this book?
* How can you apply these insights in your life?

Training: Courses/Classes

Leading A world Missions Church (LAWMC)

This seminar hosted annually by HBC has also been taught around the country, Canada, Mexico City, and Hong Kong with opportunities for more international locations. The reason people attend this seminar is that it is designed to help the local church do that which it was commissioned to do.

There is an expectation that those who are sent missionaries out of Heritage would be very well acquainted with LAWMC, and indeed the candidate will be (see practicum on page 170).

Practical Steps

1. The candidate should plan in advance to be available for the 2-day seminar, typically a Monday-Tuesday (this may require adjusting work or school schedules)
2. The candidate will register and obtain in advance a copy of the LAWMC manual (the seminar and materials will be free of charge for the candidate)
3. The candidate will read the manual prior to class to be fully familiar with the materials before the seminar. This will enable the candidate to absorb much more to provide for successful completion of the above mentioned practicum
4. The candidate will attend and actively participate in each of the classes

Results

1. Upon completion the candidate will write a one-page paper sharing major insights learned during the course.
2. The candidate should be able to share this material as he disciples others.

Training: Courses/Classes

Through God’s Eyes (Self-Study Course)

Purpose

This study is designed to bring you into the Word personally, to discover inductively what God is saying in Scripture, and to help you gain a better sense of His direction for your own life, as well as to assist you in helping others who are seeking God’s will for their lives. We will be observing a variety of motivations for missions given by our Lord in His Word, as clarity of motivation is essential for accomplishing any worthwhile challenge.

*Through God's Eyes is a fine inductive study for individuals or groups on the biblical meaning, motives, and message of the Church for world missions.*

-Dr. D. James Kennedy, Founder of Evangelism Explosion International.

*What a great study.*

-George Verwer, Founder of Operation Mobilization.

*A first rate workbook/introduction to the cause of missions. It's keen content is beautifuly and graphically laid out. There is nothing like it.*

-Dr. Ralph D. Winter, Founder of the US Center for World Mission.

Practical Steps

1. The candidate should purchase this study, *Through God’s Eyes*, by Patrick Cate ( through Heritage Christian Books, William Carey Library or Amazon)
2. Upon completion, the candidate should write a 1-page summary of some of the highlights learned in this inductive study
3. Upon completion, the candidate should share that which has been learned with their mentor

Results

1. The MDP Leadership Team and Mentor will discuss if further training is needed.

Training: Practicums

Become Competent To Teach LAWMC

Purpose

HBC “sent” missionaries must have a heart and vision for the world. They must have a great desire to help people understand about God and His desire to have a glorious relationship with them. This requires a clear understanding of God’s agenda for all mankind, who the people of the world are from His perspective, and how the Church is His instrument for world evangelization.

Our intention is for you to have a thorough knowledge of the HBC philosophy and strategy, sufficient to teach most aspects of Leading A World Missions Church (LAWMC). The objective is not to propagate our specific philosophy but to provide you a tool to minister to other churches in helping them with their philosophy and strategy utilizing what you know from Heritage.

When you go to churches, your higher goal is not to raise support but to minister, this is a tool to help you do that well.

Practical Steps

1. Read the Leading a World Missions Church manual to understand the HBC mission ministry. The manual may be checked out from the missions office or can be downloaded from web by asking missions pastor for a download link.
2. Attend the Leading a World Missions Church seminar (there is no charge to the candidate for materials or seminar)
3. Participate in the LAWMC training workshop which will further prepare you to present LAWMC training. This workshop will be within a month (typically a Saturday, 8-noon) of the LAWMC seminar.
   1. You will need to prepare a teaching session and present it in this workshop (discuss selection with the missions pastor by the close of LAWMC)
   2. You will learn how to introduce LAWMC to a pastor
   3. You will learn how to customize LAWMC to an individual church’s need
   4. Be prepared to answer questions that a pastor may ask about how to implement a strategy in their church (you will be quizzed in the workshop)

Other Helpful Resources

1. *The Mission Leadership Team - Mobilizing Your Church to Touch the World*, David Mays

Results

You are able to utilize that which you have learned and effectively communicate it to other churches to help them implement their strategy in their church.

Training: Practicums

Local Church Ministry (48 hours)

Purpose

The focus of the Great Commission is to see disciples of Jesus reproducing other disciples who are being added to the church among all people groups. Since missionaries usually lead this work in unreached areas they should be competent in the purpose, function, organization and operation of the local church. For this reason the candidate is required to gain a variety of ministry experience in the local church. This training will continue during all three stages of the MDP. This will help identify spiritual giftedness and ministry focuses for “best fit”.

There will be various mentors as the candidate serves with different ministries. This opportunity to grow in local church function will help the church leadership gain a sense of confidence in the candidate’s calling and capabilities for missionary service.

Practical Steps

1. The candidate is to perform the minimum of 48 hours of ministry service related to specific and/or various ministries. The candidate and mentor will determine based upon abilities and needs with input from church leaders. Note that the needs are given high priority as the candidate may be asked to do that which they are not at all comfortable with nor do they feel qualified/gifted to do, this would be good practice for real life on the field.
2. The mentor will be informed of the assignment so he can track the progress.
3. Training would involve attending ministry leadership meetings for planning, as well as actual ministry service.

Results

1. Upon completion of the assignment the candidate will submit to the Missions Pastor a two-page summary (typed) on the ministry service experience. The summary should include the following.
2. Name of ministry area
3. Name of ministry leader and mentors
4. The nature and activities of the candidate’s service
5. Insights about yourself and this ministry
6. Lessons learned and applications for future ministry
7. The Missions Pastor will schedule a meeting with the candidate and ministry leaders if necessary to discuss the assignment/experience.

Training: Practicums

Local Church Cross-Cultural Ministry (24 hours)

Purpose

People often think that missionaries are “superman” type people and can easily adjust to any situation. The true fact is that missionaries are real people and struggle at change and have to work at adjusting to new things. Since missionary service will happen in a cross-cultural context, it is best to gain some cross-cultural experience here before you have your first experience in another country/culture. There are many things to learn about a different people including their history, customs, language, foods, education, family life, and values. It is to the missionary’s advantage to learn this before going to the field.

HBC believes the candidate should have opportunity to serve in cross-cultural ministry and display basic competency for adapting to missionary life and ministry. This will help the church leadership be good stewards of the candidate’s life and the finances of the church as they observe the candidate in this cross-cultural experience.

Practical Steps

1. The candidate is required to complete a minimum of 24 hours of service in a local cross-cultural ministry. This ministry should place the candidate in regular contact with people of a different language and cultural group. These hours are to be logged in a journal with date, time, location and nature of the activity experienced. Observations and lessons learned and application for future ministry should be logged as well.
2. The mentor will help determine the options and “best fit” for this experience. Options of ministry assignments will vary depending availability of time, transportation, cost and cross-cultural ministry relationships with HBC.
3. The mentor will be informed of this assignment so he can track the progress.

Results

Upon completion of the assignment the candidate will submit to the Missions Pastor a two-page summary (typed) on the ministry service experience. The summary should include the following.

1. Name of ministry area
2. Name of ministry leader and mentors
3. The nature and activities of the candidate’s service
4. Insights about yourself and this ministry
5. Lessons learned and applications for future ministry

The Missions Pastor will schedule a meeting with the candidate and ministry leaders if necessary to discuss the assignment/experience.

Opportunities for Experience

The following are suggestions for cross-cultural ministry experience. You are not limited to these. You can recommend an organization to the Missions Pastor for his consideration and approval.

* Spanish Church
* International Students
* TESL Class or English conversation groups

Training: Practicums

International Short term Mission Trip

Purpose

It is one thing to live in America and experience life in your comfortable surrounding and familiar relationships. Since missionary life will be lived in a new culture, language and surroundings, it is important that the candidate have the opportunity to experience this during the training process to discover how well he adjusts, adapts and serves in the new situation. This experience will also reveal things about personality, stress, communication, team work, leadership, etc.

Practical Steps

1. The candidate is to participate in a least one international cross-cultural mission project.
2. The project should have occurred in the past 12 months if possible
3. It must be at least two weeks or longer
4. It must be in a context of a different language and cultural other than his own
5. It must be in partnership with an approved HBC missionary or mission agency
6. It must be discussed with a mentor to help evaluate the experience
7. During the project the candidate must maintain a daily journal of the experiences, challenges, questions raised, indications of God’s provision, insights about his adaptability to the new surroundings, lessons learned and applications for future ministry.
8. Evaluations must be completed by team leader and team peers.

Results

Upon completion of the assignment the candidate will submit to the Missions Pastor a two-page summary (typed) on the ministry service experience. The summary should include the following.

1. Name of ministry partner, dates and location
2. Name of ministry leader and mentors
3. The nature and activities of the project
4. The candidate’s roles during the project
5. Insights about yourself and this ministry
6. Lessons learned and applications for future ministry
7. Positive impacts that your ministry had on the field and the missionary that you helped

The Missions Pastor will schedule a meeting with the candidate and ministry leaders if necessary to discuss the assignment/experience.

Training: Practicums

Begin Contact database in TntMPD Software Practicum

Purpose

The candidate will need to have contacts and a means to maintain records of data and contact efforts. TntMPD is a free program for managing the candidate’s relationships with their future ministry partners.  The TntMPD software was designed by a missionary preparing for the field for missionaries preparing for the field.

The sooner the candidate becomes acquainted with this method of record keeping (or approved comparable) then the better the missionary candidate will do later when utilizing this on a daily basis.

Practical Steps

1. The candidate downloads the free software from <http://www.tntware.com/tntmpd/>
2. The candidate learns the software and then begins to populate it with everyone they can that is either a part of a church or may be able to help get them into a church.

Results

Upon completion of the assignment the candidate will show it to the mentor for approval

Agreements & Checks

HBC Mission Strategy & Policy Agreement

**(Sign and give this page to Missions Pastor)**

This is to verify that I have read the HBC Leading A World Missions Church (LAWMC) Manual and that I am in general agreement with the document and that any areas of difference have been discussed and accepted by my MDP mentor and the missions pastor.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

Agreements & Checks

Criminal & Credit Background Checks

Purpose

As this is standard operating procedure in the worlds of business, education, and military for most positions of trust and responsibility, it is believed to be wise and a good measure of stewardship for churches who send missionaries. The HBC pastoral staff have had these background checks and our missionaries are considered extended staff. We also require background checks on our volunteers and have completed several hundred of those. Most would consider us negligent if we did this for those who we can see regularly that are in Lynchburg while not doing the same for those who will be on the other side of the globe.

In today’s world it is simply good stewardship and accountability.

Practical Steps

1. The candidate has already indicated in the missionary questionnaire if anything would be revealed in these background checks. If there was anything, then it was previously discussed as failure to do so prior to being revealed in the background checks would be considered a breach of trust.
2. The candidate has signed the appropriate release forms.
3. The candidate is informed of that which was revealed, if anything, in the background checks.

MDP - Stage 2: Ministry/Field Determination

Training Stage 2, Ministry/Field Determination Checklist

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed

1. Determine ministry skills and types of ministry for best fit \_\_\_\_\_\_\_\_\_\_
2. Research ministry opportunities for best fit \_\_\_\_\_\_\_\_\_\_
3. Research mission agencies for best fit with ministry assignment \_\_\_\_\_\_\_\_\_\_
4. Application made to mission agency \_\_\_\_\_\_\_\_\_\_
5. Candidate invited to missions agency candidate school \_\_\_\_\_\_\_\_\_\_
6. Complete application and new questionnaire for Missions Selection Team \_\_\_\_\_\_\_\_\_\_
7. Missions Pastor approved the missionary’s budget for field (though it may still

be tentative) \_\_\_\_\_\_\_\_\_\_

1. Meeting to decide if candidate is ready to present to the Missions Selection

Team \_\_\_\_\_\_\_\_\_\_

1. Mentor and MDP Leadership Team invited to the scheduled Selection

Team meeting \_\_\_\_\_\_\_\_\_\_

1. Selection team received: application, questionnaire, budget, and other relevant

notes regarding the candidate (possibly incl. the monthly MDP reports) \_\_\_\_\_\_\_\_\_\_

1. Missions Selection Team interview and approval \_\_\_\_\_\_\_\_\_\_
2. Pastoral Staff/Deacons approval \_\_\_\_\_\_\_\_\_\_
3. Complete required reading assignments \_\_\_\_\_\_\_\_\_\_
4. Study the Transformational Giving Video and notes
5. Complete 5 independent studies of UPGs utilizing web and print resources \_\_\_\_\_\_\_\_\_\_
6. Complete any additionally required church and agency training \_\_\_\_\_\_\_\_\_\_
7. Complete church ministry service (24 hours) \_\_\_\_\_\_\_\_\_\_
8. Read and sign the HBC Sent Missionary Agreement form \_\_\_\_\_\_\_\_\_\_
9. Meet with Missions Pastor, mentor and candidate for Stage 3 \_\_\_\_\_\_\_\_\_\_

\*\* See brief explanations starting next page

Brief Explanations of Training Stage 2 Checklist

1. **Determine ministry skills and types of ministry for best fit.**

Candidate will meet with the mission pastor and mentor to discuss the candidate’s ministry skills and to determine types of ministry that would best utilize the candidate. They can review the spiritual gifts test, types of ministry the candidate has served in and what he and others think about the type of ministry for best fit. Once the types of ministry would be best fit for the candidate, they will explore the ministry opportunities to be considered.

1. **Research ministry opportunities for best fit.**

The ministry options will incorporate the church strategy and focus inside of that strategy. The missions pastor and candidate will prayerfully determine through input from the church congregation and leadership a proposed ministry and location, team options are considered as well. After this proposed ministry and location is determined, the missions pastor and candidate will determine the best mission agency to facilitate this ministry/location assignment.

1. **Research mission agencies for best fit with ministry assignment.**

The mission pastor will recommend the mission agencies to be considered for this assignment with priority given to the Preferred Agencies. The mission pastor will discuss this candidate and desired assignment with the agency leadership to see if there are any reasons or concerns that should be considered before the candidate proceeds with the application process. If so, they will deal with the issues. If not, the candidate will make application to the mission agency and plan to attend the missions agency candidate school.

1. **Application made to mission agency.**

Candidate will make application to the mission agency and pursue an invitation to attend the next missions agency candidate school.

1. **Candidate Invited to missions agency candidate school.**

Candidate invited and attends the missions agency candidate school. The candidate usually receives additional training requirements from the agency which must be completed prior to going the field assignment. The church will help with financial cost of attending the candidate school.

1. **Complete application and questionnaire for Missions Selection Team**

The candidate will complete the HBC Missionary Application and Questionnaire and submit it to the mission pastor. This will include the field assignment and finances needed for this assignment. The Missions Selection Team will review the application and set a time for interviewing the candidate as a step toward church approval.

1. **Missions Pastor approved the missionary’s budget for field (though it may still be tentative)**
2. **Meeting to decide if candidate is ready to present to the Missions Selection Team**

A minimum of one meeting will need to be scheduled with the Missions Pastor, mentor, MDP Coordinator and the candidate to discuss the Missionary Development Program (MDP), Personal Development Plan (PDP), Application, background checks, and the Missionary Questionnaire. The purpose of this meeting is for the Missions Pastor to decide (utilizing team meeting input) if the person is now qualified to be presented to the Selection Team. Plan three hours for this meeting, more meetings will follow if necessary.

1. **Mentor and MDP Leadership Team invited to the scheduled Selection Team meeting**
2. **Selection team received relevant notes regarding the candidate: application, questionnaire, budget, and possibly the monthly MDP reports**
3. **Missions Selection Team interview and approval**

The candidate will meet with the Missions Selection Team to discuss their assignment, mission agency approval, PDP, etc. The Missions Selection Team protocol calls for a minimum of one month for their decision process. The Missions Selection Team will determine if they will recommend to the pastors and deacons that the candidate be a HBC Sent Missionary and the amount of monthly support recommended. They may choose to not recommend, they will then usually explain concerns and areas of needed improvement for the missionary candidate. The Missions Selection Team approval equates to a recommendation to the Pastoral Staff/Deacons.

1. **Pastoral Staff/Deacons Approval.**

The Pastoral Staff/Deacons approval equates to a recommendation to the church congregation.

1. **Complete required reading assignments.**

The missionary will complete reading assignments and prepare the report to present to the mentor.

1. Muslim Evangelism (Parshall) (candidate should own this book)
2. The Great Omission (Mcquilkin)
3. The Messenger, The Message, & The Community
4. The Master Plan of Evangelism
5. Missionary Biography
6. People Pleasers - Are You Pleasing Man or Pleasing God
7. Other books required by agency
8. **Study the Transformational Giving video and notes**

The outline notes of the video are available from the Missions pastor or his Administrative Assistant. These should be obtained and studied prior to viewing the video. The candidate should report to the mentor regarding their learning’s from the video. Ideal scenario would be for the mentor and candidate to view this 45 minute video together, then discuss it.

1. **Complete 5 independent studies of UPGs utilizing web and print resources**

The candidate should select a minimum of 5 Unreached People Groups to study utilizing information from Operation World, Joshua Project, the International Missions Board, and other resources to report on the need, the advancements, the culture, the challenges, and how they would recommend facilitating a new church planting movement among that people group. The report should reference what role they could have if the candidate was sent to that people group. The diversity of this exercise is important because some missionary candidates will get a burden for one people group and never consider others that they might be even more effective among or that has a greater need. The candidate should consider which brings God the greater glory and humanly speaking, why does the candidate think so?

1. **Complete any additionally required church and agency training.**

The missionary will complete any assignments/internship with the church leaders to continue to develop leadership skills. This will be determined by the mission pastor. All training requirement s by the agency should now be completed with exception of training scheduled just prior to departure for the field.

1. **Complete church ministry service (24 hours)**

The missionary will continue to serve with the church in ministry to continue to develop ministry experience. This will be determined by the mission pastor.

1. **Read and sign the HBC Sent Missionary Agreement form.**

The missionary will discuss the Sent Missionary Agreement form with the mission pastor and sign it for approval.

1. **Meet with Mission Pastor, mentor and candidate for Stage 3**

The missionary will meet with the Mission Pastor and mentor to discuss plans for moving to stage 3 of the program. Any assignments that the agency and/or church have required and discussed prior to or during this meeting.

MDP - Stage 3: Pre-field Ministry

Training Stage 3, Pre-Field Checklist

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed

1. Special business meeting for church vote as a HBC Sent Missionary \_\_\_\_\_\_\_\_\_\_
2. Complete mission agency personal development plan \_\_\_\_\_\_\_\_\_\_
3. Establish a sending team & submit leadership names to Missions Pastor \_\_\_\_\_\_\_\_\_\_
4. Develop prayer partners & submit list of at least 25 daily prayer partners \_\_\_\_\_\_\_\_\_\_
5. Secure 100% financial support \_\_\_\_\_\_\_\_\_\_
6. Complete required reading assignments \_\_\_\_\_\_\_\_\_\_
7. Plan and have commissioning service \_\_\_\_\_\_\_\_\_\_
8. Departure for field \_\_\_\_\_\_\_\_\_\_

\*\* See brief explanations starting next page

Brief Explanations of Training Stage 3 Checklist

1. **Special business meeting for church vote as a HBC Sent Missionary.**

The senior pastor will schedule the appropriate time for the missionary candidate to be presented for a business meeting vote by the church congregation. This can be a specially called business meeting.

1. **Complete mission agency personal development plan.**

The missionary will complete any additional assignments set by the mission agency and the church. The mentor will hold the missionary accountable to these assignments. The mentor will work with the Mission Pastor to facilitate any assignments set by the church.

1. **Establish a Sending Team and submit leadership names to Missions Pastor.**

The missionary will meet with the coordinator of Sending Teams to discuss the establishing of a sending team. They will involve the Missions Pastor as needed to make public recognition in services as needed. The Missions Pastor must approve of all leadership recommendations before missionary mentions it to the potential leader.

1. **Develop prayer partners and submit list of at least 25 daily prayer partners.**

The missionary will recruit people who will become prayer partners. The list of people will be given to the Missions Pastor.

1. **Secure 100% financial support.**

Missionary will utilize contacts from friends, relatives, and acquaintances to get into churches to make presentations. The missionary will also work with the Missions Pastor to establish additional church relationships.

1. **Complete required reading assignments**

The missionary will complete the reading assignments and prepare reports to discuss with the mentor.

1. **Plan and have commissioning service.**

The missionary and mentor will meet with the Missions Pastor to plan the commissioning service to send the missionary to the field. This is usually held within the last month, ideally last Sunday, before the missionary departs for the field.

1. **Departure for field.**

The missionary makes arrangement for departure, shipping of personal items, visas, etc. This is done in connection with the help of the mission agency and church.

Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

MISSIONS CONFERENCE & YEAR ROUND EMPHASIS

***Leading a World Missions Church* Seminar**

Why we Need a Missions Conference

Missions Conference is just an extension of the heartbeat to see all the world glorifying the name of Jesus. Missions Conference should be the highlight of the year. The goal is to give the church an **awareness** of the people of the world that God created and what is –or is not – being done to get the Gospel of Jesus Christ to them.

All people in church will not be able to get to the world. It just doesn’t happen. But through a missions conference, we can bring the world to our people. The flags and missionaries represent the world. Through their stories and the events held during the conference, people are being educated, motivated, and challenged about what is happening in the world. Mission conference brings the world to us, so that we can be prepared to go back into the world to minister. This will not happen by osmosis. It takes education, motivation and challenge. Do not think that you can just have a missions conference and the people will ‘catch’ your vision. There has to be an **intentional** strategy of education to help them understand God’s plan for the people of the world.

There must be an understanding of biblical truth through biblical education. We, as a church, must understand that one day we will stand before God and give an account of what we have heard and what we have done with what we heard. Therefore, understanding God’s Word and priorities, we must challenge the priorities of life (time, energy, resources, money) of congregation members, and redirect them towards God’s priority.

Points to Remember

During the Missions Conference sessions, there have been a few points that have been repeated and repeated, for a good reason. Those points are as follows:

*Missions conference brings the* **world to us***, so that we can be* **prepared** *to go* **back** *into the world*

*to minister*

* When planning a MC, always remember that this is God’s mission and God’s conference. Therefore, pray, plan, and do everything to your very best. Planning a dynamic MC takes much prayer, planning, preparation, and a lot of hard work involving a lot of people.
* Facilitate your mission’s conference with all the foresight and care you would use should the Lord Himself attend!
* Pray as though everything depended upon God; work as though everything depended upon you.

What do you do first? This first section may seem out of place, but you will better understand why it needs to be done first.

Evaluation

Why start by evaluating? Don’t you usually evaluate after a conference? Yes, you evaluate after a conference, but that needs to be the springboard for looking at your next conference and what you want to accomplish.

Within a week or two of the conclusion of the MC, you should evaluate everything while it is still fresh on your mind and heart. You should get in-depth evaluations from the missionaries present, the pastoral staff, and the missions teams. A more general evaluation can be obtained from the entire congregation, including the children and youth, and include suggestions for future conferences. What needs to be changed? What should be different? What did people say at the end of the conference? What did they like, what impacted them, what did they attend, and what did they not attend?

Take a good look at the entire conference. List the two most positive/effective times during the conference, and list the two most negative and least effective times during the conference. As you prepare for your next conference, do not alter the two positive times, but change or discontinue the two negative times.

**Variety** *reaches those*

*whom you have not been*

*able to* **reach** *in* **past**

*missions conferences*

If things need to be changed, change them; do not get stuck in a rut. Although a MC should contain continuity, it must also have some variety. Variety keeps interest alive. Involve many people. Variety reaches those whom you have not been able to reach in past missions conferences. Don’t limit the Spirit of God to old ways– He uses many different things to reach many different people.

Purpose, Themes, & Goals

Conferences need to have a purpose, theme, and goals. What do you want to accomplish? Do you want commitments? If so, to what? After the conference is over, it is not finished, it is just a “comma” to what is coming next. Commitments need to be followed up on for the goals, themes and agendas we set.

Purpose

The first major decision that needs to be made is what you want to accomplish: your purpose. You need to decide what your people need in the way of instruction, vision, stewardship, or information, and then select your purpose(s). Don’t set too many individual purposes; it may take a few years of conferences to accomplish one major purpose. If you set too many purposes, you will have too wide a range of what needs to be accomplished and then you may not accomplish any of your purposes! Also, try to be specific.

One year we had two primary purposes: 1) we want more people to go on short-term missions trips, and 2) we want people to join sending teams. So, our target/theme was “To whom much is given, much is required.” In order to hit our targets for sending teams, and more short term mission trips, we had to set specific goals, and work toward them. We wanted to establish a certain number of teams that year, and our goal was that they be filled up in the next 30 days. So on a Sunday night, we had all our missionaries that needed sending teams stand at tables set up in the International Plaza, and told our people to ‘go’ and sign up and become involved and be a part of a sending team. This was a personal challenge.

Sample Purposes

**What do we want to accomplish by putting together this missions conference?**

* To glorify God.
* To inform the people about what God is doing in the world.
* To challenge the congregation to world evangelization.
* To stimulate prayer for world evangelization.
* To increase involvement of families in missions.
* To challenge and recruit people for missionary service.
* To educate the congregation about the unreached people groups.
* To educate the congregation about the 10/40 window.
* To involve the congregation through prayer, Bible study, and witnessing.
* To encourage involvement in short term missions projects.
* To expose the congregation to various mission agencies.
* To educate ALL areas of our congregation - children, youth, singles, adults, etc. (ages 2-99 and beyond!).
* To educate our congregation on Muslims around the world (or Hindus, tribal religions, etc.).
* To encourage new people to become involved.
* To increase our vision of seeing the world as God sees it.
* To motivate our church family as individuals or families to visit and assist as possible our missionaries on the field.
* To motivate our church family to become more personally involved in our international community.
* To expand/tie into the “Sending” concept established at our last conference and to motivate for more involvement.
* To do everything we do in a positive manner.
* To educate our church family on the everyday lives of our missionaries; not just the ministry.
* To increase our giving to world missions.

**Your purpose may also come from Biblical references:**

* Genesis 12:1-3
* Matthew 25:31-46
* Matthew 28:18-20
* Acts 1:8
* John 3:16
* Mark 16:15
* Luke 24:47

Theme

The second major decision that needs to be made is the theme for your conference. The theme needs to be short, concise, and creative, and relate the desired purpose of the conference. It may come directly from scripture, a world religion, a specific continent (or country or people group), a mission work, etc. It should be used on all posters, banners, brochures, literature, and advertisements so the people can remember it and relate to it. With the theme, you should select a scripture verse that closely relates to the theme and purpose.

Heritage Baptist Church’s Themes since 1989 include:

“**A Heart for the World**” (1989)

“**Capture the Vision**” (1990)

“**The Heart of OUR Missions: A Passion for Souls**” (1991)

“**My Torch To Carry: God’s World To Win**” – Matthew 5:16 (1992)

“**Expanding to Serve: Here and Abroad**” (1993)

“**Building Bridges. . .To God’s Open Doors**” (1994)

“**Are We Doing Enough To Reach God’s World**” (1995)

“**Around The World in Eight Days**” (1996)

“**Where Do I Fit In?**” – Acts 1:8 (1997)

“**For The Love Of Christ**” (1998)

“**Let Your Light Shine**” – Matthew 5:16 (1999)

“**How’s Your Vision**” – Matthew 9:36 (2000)

“**Handle with Care**” – Philippians 4:15-17 (2001)

“**Around the Corner, Around the World**” – Acts 1:8 (2002)

“**Living Locally, Partnering Globally**” – 3 John 1:7-8 (2003)

“**Heartbeat For The Harvest**” – Philippians 1:9-11 (2004)

“**Expanding to Serve… Here and Abroad**” – Ephesians 4:16 (2005)

“**Heritage To Harvest**” (2006)

“**Sending the Sent**” (2007)

“**To Whom Much is Given, Much is Required**” – Luke 12:48b (2008)

**“My Life In His Hands”** (2009)

**“Until All Have Heard”** – Romans 10:14-15 (2010)

We produced professional signs for each of the above themes (almost all without HBC logo or name). They are available for churches to borrow for only the cost of postage or freight. Some are on hardboard, and others are on vinyl. [*HBC reserves the right to change this policy depending on usage, loss and/or replacement needs. Ask when calling*.]

Some other ideas for themes are:

The Field is the World

Reaching the Unreached

People Need the Lord

Where There Is No Vision,

The People Perish

To Whom Much Is Given

Till The Whole World Knows

The Fields Are White unto Harvest

Here Am I, Send Me

From Every Tribe, Nation, and Tongue

For God So Loved The World...

Come Over and Help Us

As The Father Has Sent Me, So I Send You

A Light to the Nations

To See As God Sees

Beyond My World

It’s A Small World After All

We’ve A Story to Tell

Declare His Glory Among The Nations

I Have Made You a Light for the Nations

Attempt Great Things for God - Expect Great Things from God

Go Ye Therefore, And Teach All Nations

Carry the Light

I Have Set Before You an Open Door

Thank You for Giving To the Lord

By His Love Compelled

Missions: God’s Heart for the World

Why Missions?

Lord of the Harvest

Goals

Another major decision relates to goals. Goals should be measurable, specific, and achievable, but requiring faith and dependence upon God. They should not be ‘easy’ goals. They should be made in such a way that it challenges each person to depend on God to help in meeting that goal. Some of the areas that should be addressed concerning goals are:

**Prayer** – Families and individuals should be involved in prayer prior to, throughout, and after the conference. Encourage participation in special prayer services or events (ex. a prayer vigil). Commit to pray for the missionaries, missions organizations, and especially the nationals that the missionaries work with.

**Finances** – One goal could be to meet special project needs, or to meet church budget needs in missions. Those budget needs will depend upon what system you use in your church (i.e. a unified budget, faith promise giving for missions, specified budgets, etc.). Another financial need could be for short term missions trips. HBC does not usually sponsor people on short term missions trips. If you want to go, you have to raise the funds, and this will require faith to pull it off.

**People** – The entire congregation should be informed and encouraged to take an active part in missions. The more that people personalize God’s mission agenda in their heart, the greater their commitment for involvement. Remember, “Participants become boosters, spectators become critics.” Most people that are not busy in something will stand around and be critical of what others are doing. Get them busy and they won’t have time to be critical.

*The more that people* **personalize** *God’s mission agenda in their heart, the greater their commitment for* **Involvement**

**New Missionary Candidates** – Another goal that should be considered is prospective missionary candidates. We are committed to people from Heritage that give their lives for missionary service. We have a program to help prepare them called the Missionary Development Process (MDP) – *see Section 7*. This involves the prospective missionary making a commitment to be mentored. This prepares them to be trained, so then later all they have to do is step out with support right onto the missionary field. We do this training at the local church. Most pastors that are asked the question, “what would you do if someone came to you and said they wanted to go to the mission field?” say they would recommend them to their local mission agency and ask them what to do. *No*, triple no. It takes planning AND training to make this happen. It is exciting to see how God is preparing so many people for serving Him around the world.

A successful conference does not happen by accident: it takes planning!

Planning & Leadership

Planning is essential, for when you plan, you can adapt more easily to additions, deletions, and alterations. Without a plan, changes create chaos! Remember that illness, accidents, and other unplanned situations may happen. We always plan on things changing and they almost always do. Plan early, so when changes occur, you are not overwhelmed with more than you can handle at the 11th hour.

The missionaries participating in the conference should be informed that they are coming to help educate and mobilize the church for local and global evangelism. One approach could be interviewing several missionaries during the church services and events rather than featuring one missionary per service. Have someone (the pastor or someone that is confident in public) interview the missionaries for 5 minutes several times during the conference, asking a different question each time relating to personal life, ministry life, and prayer life. This will allow each missionary to say something in each service to help educate the church on his part of the world. It also helps "run away with time" missionaries, and aids those that are less effective in communicating a personal testimony. Exposure is the best way to allow the church family to meet and interact with the missionaries.

*The older generation… must help the upcoming generation capture a* **vision** *for what they can do to help get the Gospel of Jesus Christ to the* **people** *of the world*

A mission conference today must be **presented** in a contemporary and creative approach, **contextualized** with the churches vision and strategy, and c**ommunicated** well to help the younger generation relate to what God calls the church to be in the world. The older generation has participated well in missions. Now they must help the upcoming generation capture a vision for what they can do to help get the Gospel of Jesus Christ to the people of the world.

The planning stage of a MC is where all the details come in, or as we tell the Missions Conference team, it is the “nitty-gritty” list. There are some essential elements necessary for the conference planning. These essentials need to be present in the pastor or pastors, the deacons, the missions leaders, and the teams. Here are some for consideration:

**Vision and Expectancy** – There needs to be a spirit of vision and expectancy. It is exciting to be in partnership with God in this significant enterprise of reaching the world for Christ. We are co-laborers together with God.

**Leadership** – There needs to be committed leadership. The leadership needs to have a:

* Heart interest and love for missions.
* Concern about world missions that will affect and infect each person in the church.
* Ability, willingness, and strength to be involved.
* Ability to work well with people.
* Conviction from God that this is their ministry.
* Commitment to pray for missions at home and during missions team meetings.
* Willingness to serve wherever God would have them serve in the area of missions.
* Willingness to be educated about missions in the world around them and to keep up with the changes in missions around them.
* Commitment to attend team meetings when scheduled and make it a priority.
* Commitment to be involved and available for special Missions Emphasis projects.
* Commitment to meeting deadlines.

The **MC Leadership Team** could be comprised of the Pastor, Missions Pastor, MC Coordinator, and the Missions leadership team. This team will determine the broad strokes of planning such as:

Type of conferences.

* One missionary: only one missionary is present
* One mission board: only missionaries from one mission board are present
* One continent or people group: emphasis is only on one continent or one unreached people group
* Several missionaries
* Split: three or four separate conferences (children, youth, and adult) going on at the same time in one church building, with many missionaries participating. (This is the type of conference that Heritage uses every year)
* Round-robin: missionaries travel among cooperating churches that are holding simultaneous conferences
* Or another variation

Purposes and goals for each conference.

Duration or length: this varies in each church according to the work pattern of the people.

* One day
* Weekend
* Month of Sundays (and Wednesdays)
* Sunday through Wednesday
* Wednesday through Sunday
* Sunday through Sunday (This is the best for Heritage to allow everyone an opportunity to see and hear the missionaries. We do schedule an off day for rest on Thursday.)

Time of year: select the dates carefully.

* The Missions Conference should be scheduled for the BEST time of the year for attendance so that there will be no valid reason why the congregation cannot attend.
* No major events or holidays should be 3 weeks before or after the MC. People’s attention and commitment will only allow for so much involvement.
* It should not conflict with other previously planned church programs. No other official activity should be carried on in the church during the MC.
* March, April, May, October and November are considered to be the best months.
* Summer is hot and vacations may interrupt.
* Winter is cold and brings unpredictable weather.
* Months with holidays may affect attendance.
* Many churches establish a favorite time of year and maintain that schedule annually.
* Select the date(s) 1 to 4 years in advance. Be certain that these dates do not conflict with your church or school calendars.

Theme/verse/sign design, etc.

Selection of Personnel.

* Keynote or Main Speaker: you need to select and contact your speaker 1 to 4 years in advance. Be certain that he has that date open and schedules your conference. If you wait until you are too close to the conference, you may not be able to get the speaker you want, especially if your speaker does many missions conferences. As you get closer to conference, be sure to send out confirmation letters to reconfirm their attendance. The speakers should be effective communicators, knowledgeable about missions, personable with people, and ready to work.
* Other personnel: 1-2 years may be required to secure these individuals:
* Missionaries: when are they are furlough/home ministry
* Missionaries on pre-field or deputation: they offer many new ideas to our conferences and the exposure to veteran missionaries will be beneficial to them
* National Christians
* International Students
* Summer or short term personnel
* Mission organization personnel
* Music: song leaders, vocalists, and instrumentalists

Schedule.

* The schedule will vary with the purpose of the conference and length of the conference.
* The schedule should not be rushed but give adequate time for personal interaction as well as congregational involvement.
* The schedule may vary each day or have the same starting and ending time; a variety of events is often better.
* The schedule needs to be made so that every church member has an opportunity to come and be involved, i.e. morning sessions, luncheons, afternoons, evenings, etc.

Budget and Goals for Income.

Sending all work given by the Missions Conference Team to the church staff through the missions administrative assistant.

Assisting the teams as the need arises.

Recruitment: recruiting others outside the Conference Team to assist the teams in the planning, promoting, and carrying out of your part of the conference.

Evaluations: evaluating the conference for improvements.

Various Conference Teams

Another part of leadership is the teams. These teams actual do the detailed planning, recruitment and training of workers, carry out the conference plan and help evaluate after it is over. Make sure that leader of each team is committed to the purpose, theme, and goals. They are not carrying out their own agenda, but the overall plan of the MC.

Childcare team

* Make sure that there is adequate childcare for the MC Team meetings, so couples who have children can participate and provide valuable input as part of our Conference Team.
* Childcare for all services during the conference for birth to 4 years old needs to be provided. The usual childcare, Sunday school classes, and AWANA programs for Sunday services and Wednesday night services are usually continued: talk with the Nursery Director for any special needs or requests.
* During special daytime events such as Morning Bible Studies, “Spiritual Blessings,” and “Missions on the Horizon.”
* During Luncheons. We do not allow meals or food in the Nursery rooms. Children in childcare who come for the luncheons will be fed with help of childcare workers and luncheon helpers in a separate location. Coordination between childcare and luncheon teams needs to be carefully planned to be sure everything runs smoothly.
* During weeknight services.
* During Special Activities including: orientation dinner, Volleyball Challenge/Saturday Activity, Ladies’ Missionary Fellowship, Banquet.
* Cleanup associated with childcare rooms after all events, including meetings.

Children's Conference team

* This will vary depending on the size of your children’s ministry. You might have a missionary focus only on the children’s program or have several rotating through during the MC.
* Organize the Children's Missions Conference for the Kindergarten through the 6th grade that goes on simultaneously with the Adult Missions Conference.
* Coordination of the Children's Missions Conference needs to be done with the Missions Conference Team. They have their own special speaker(s) who is/are geared towards children's issues in missions. The reason for possible plural speakers depends upon how the group is split up. In previous years, we split Kindergarten through 2nd grade, and 3rd through 6th grades, or we have combined the age groups. It is dependent upon who we have coming to speak and the staffing available for the conference. The Children's Missions Conference team needs to be in contact with the speaker(s) to be sure they know what they are doing and find out any special needs they may have. The missionaries here for the whole conference are also shared with the children.
* What is included in the Children's Conference? On a smaller scale, the Children's Missions Conference needs to be set up basically the same way as the large conference. ALL TEAMS need to have some input into the Children's Conference as assistance (i.e. Publicity, Set up/Facilities, Technical Services, Special Programs, Special Projects, Prayer Emphasis, and Follow up should all be involved). Information as to proper set up can be obtained by checking each individual teams list of responsibilities.
* Poster Contest. This can be organized through the Sunday School classes with an emphasis on a certain missions theme. Poster board and rules will be provided. Prizes need to be obtained and awarded. Posters will be shown during the Conference in a prominent location for visibility.
* Clean up crews need to be coordinated to make sure rooms are cleaned up after the meetings.

Follow-Up team

* Organize the follow-up of decisions made during and after the conference.
* Produce (with the assistance of the Missions Pastor) follow-up cards and materials to help guide church members in the decisions they made during the conference. We need to do this to make sure those decisions don't “fall through the cracks” because we failed to follow-up and give proper directions.
* Get the information concerning decisions from all conferences (Children's, Youth, and Adult Conferences) to the appropriate pastor for follow up and guidance.

Luncheons team

* Luncheons are usually held on Monday, Tuesday, and Wednesday, and sometimes on Friday during the conference.
* Organize all of the luncheons held during the conference.
* Decorations.
* Set up of tables/chairs/serving tables coordinated with set up team.
* Luncheon menus decided 1 month prior to conference.
* Luncheons coordinated with the Adult Bible Fellowship classes in helping to provide the food, servers, and preparers needed. Make sure you request food, etc. well in advance.
* Ticket sales associated with luncheons coordinated with publicity team.
* Coordinating extra meal materials.
* Checking with church receptionist 3 weeks prior to conference to be sure paper supplies are adequate.
* Coordinating cleanup crews for after each luncheon.
* Coordinate with the Special Programs team the final Saturday to be sure that the missionaries are fed when the games or special programs they are participating in are done.
* Let the correct person know if an additional trash pickup is required to keep from overloading the trash bin (check Wednesday).

Banquet team

* Pot Luck Dinner or Banquet
* Pot Luck Dinner - Coordinate with publicity team to get church people to bring the appropriate food items.
* Banquet : be sure caterer knows what we expect and what we can expect from the caterer - make sure a written contract is done as to what we will do and what we expect from the caterer.
* Pot Luck/Banquet: decorations on the tables.
* Pot Luck/Banquet: coordinate with set up team for tables, chairs, serving tables, and special needs.
* Pot Luck/Banquet: coordinate cleanup crews.

Other Meal teams

Organize each special meal/snack/reception that will be held at the church with the exception of luncheons (another team). These include the following areas: Orientation Dinner, Men's Prayer & Share, Pot Luck Dinner or Banquet, Youth Conference Pizza with the missionaries, After Service Receptions, etc.

Orientation Dinner

* Coordinate with the caterer: be sure caterer knows what we expect and what we can expect from the caterer - make sure a written contract is done as to what we will do and what we expect from the caterer. Coordinate serving lines, extra food available, etc.
* Decorations on the tables.
* Assigned seating.
* Make sure people RSVP 4 days prior to Orientation dinner: done through publicity team.
* Coordinate with set up team for tables, chairs, serving tables, and special needs.
* Coordinate cleanup crews.

Men's Prayer Breakfast

* Coordinate with the Men's ministry for food preparation and any special needs.
* Coordinate with set up team for tables, chairs, serving tables, and special needs.
* Coordinate cleanup crews.

Youth Conference Pizza with Missionaries

* Coordinate with the Youth Conference team and the Youth Pastor for needs, etc.
* Coordinate with set up team for tables, chairs, serving tables, and special needs.
* Coordinate cleanup crews.

After Service Receptions

* Coordinate with the specific groups (i.e. Sunday School classes, Missions Teams, etc.) for special after service receptions as needed.
* Coordinate with set up team for tables, chairs, serving tables, and special needs.
* Coordinate cleanup crews.

Hospitality team

* Set up housing needs with church families for missionaries and speakers. Find out any special needs (allergies to pets, etc.) or requests (staying with friends). Make sure the missionary has transportation needs met (did he bring his own vehicle or does he need one to use during his stay).
* Set up meals needed with church families for missionaries and speaker. Make sure of conference schedule, missionary's arrival/departure time, and any special needs (allergies to specific foods, etc.). Be sure to get written directions to homes to be included with missionary packet.
* Verify all housing and meals 1 week prior to conference.
* When changes in the missionary's schedule occur, call the appropriate people (lodging/meals, etc.) to be sure that they are aware of the situation.
* Help obtain host/hostess for individual missionaries and speaker. (Exception: local missionaries. Check with Missions Conference Chairman to see if there is a need for a host/hostess for this/these families.) Explain to the host/hostess their responsibilities as host/hostess

Responsibilities of Host and Hostess

* Attend a coordination meeting prior to the Orientation dinner.
* Attend the Orientation dinner with the missionary to discuss the missionary's schedule for the conference. Highlight your copy of the schedule so that you and the missionary knows every place he/she/they are supposed to be during the conference: meals, special meetings, their presentation time, Sunday School classes, Youth/Children’s Conference, etc.
* Be sure the missionary's lodging is reconfirmed, satisfactory, and ready.
* Be sure meals are reconfirmed and that the missionary knows the time to go to family's home and directions on how to get there.
* When the missionary is in an ABF or SS class, call the teacher to reconfirm the date and time of the class, what is expected of them in the class (including time expectation), and the class location. Escort them to each class to avoid confusion.
* When the missionary is in either the Youth or Children’s Conference, please escort them to the meeting room at the beginning of the meeting. Once they have finished sharing, you can bring them back to the main service.
* Help the missionary with their display set up and if they share a presentation, and any special needs they may have (screen, slide projector, etc.) Information needs to be conveyed to the technical people 24 hours in advance to the need.
* If the host/hostess becomes aware of any special needs or requests of the missionaries, please make the Missions Pastor or Chairman aware of these needs/requests.
* Make the missionary feel at home! If your missionary has any questions, answer them as best as you can, or if you can’t, please find the answer or the correct people who can give them the answer. Most of all, enjoy your time with the missionary and get to know them!

Music team

* Organize the music of the conference including pianists, orchestra, worship leaders, offertories, special music, choir, etc.
* Check with Music Pastor/Choir director about special music from choir and praise teams.
* Choose hymns/scripture songs to be used during the conference: make sure songs and verses are relayed to church staff for use on power point and in the church bulletins.
* Check with Music Pastor or gifted volunteer about writing/arranging a theme song.

Prayer Emphasis team

* Usually done by the Harvest Partners Ministry.
* Organize the prayer emphasis necessary for a successful conference.
* Prayer Board project: updated prior to conference, including all new missionaries, associate missionaries, and any conference attendees not supported by Heritage. Provide information needed to make prayer commitment cards by publicity team.
* Gather prayer requests for all Missions Conference Team meetings from prayer sheets, prayer letters, etc.
* Gather and provide prayer requests for IBS, ABF’s, and SS classes concerning the conference starting 2 months prior to conference.
* Setting up a Missionary Prayer table for conference (Harvest Partners) and keep the table staffed before and after all services during the conference.
* Concert of Prayer, Interceding for the Lord’s Day (48 hours), 24 Hour Prayer Vigil prior to conference: provide organization of whichever we do and provide printed materials for handouts for better prayer emphasis, exclusively related to conference events and missions.
* Work with Missions Pastor to be sure that the book table is set up in bookstore with appropriate missions materials.

Publicity team

* Gather information for promoting the conference at Heritage - information includes a biographical sketch of our main speaker and missionaries attending conference as needed:
* Bulletin announcements - 4 Sundays prior to conference
* Pulpit announcements - 4 Sundays prior to conference.
* Save The Date bookmarks – to be distributed 4 Sundays prior to conference.
* Conference program - to be distributed the Sunday prior to conference.
* ABF announcements - 4 Sundays prior to conference.
* Heritage Herald articles - written by Missions Pastor/Missions Conference Chairman - be sure to also obtain pictures of the main speaker and missionaries (as needed)
* Organizing events leading to the conference that will promote the conference - skits, etc. - To be decided 3 months prior to the conference start date and to be done during the month preceding the conference.
* Consider “Infomercials” - 1 month prior to conference for before and after services on screen -be sure to also obtain pictures of the main speaker and missionaries (as needed)
* Produce materials needed for conference: name tags, banquet tickets (design, print, and sell)
* Invitations for Orientation dinner - RSVP (including childcare information) - be sure all necessary information, especially childcare details, are conveyed to all invited.
* Provide and produce signs needed for directions during the conference - rooms, childcare, services, etc.
* Arrange for a church volunteer to take pictures throughout conference for future conference use, church newsletter, etc.
* Announcements requesting prayer conference team as they plan for conference

Facilities/Set Up team

* Organize the setup necessary for the conference.
* Stage set up: Make sure stage is set up every service as to the needs of the service, excluding the technical needs such as microphones, projectors, etc. This includes the construction of stage props, etc.
* Chairs/Tables etc. set up for ALL services, meals, and special events (Volleyball Challenge, Game shows, etc.), etc.
* Flags along walls and in stands, conference sign (includes making sure previous conference signs are up and securely fastened, and putting the conference sign in its permanent place after the conference), and special decorations as needed.
* Display tables for missionaries as needed. Assist Missions Pastor as needed with Church Missions Display.
* Outside sign promoting conference (and dates) up 2 weeks prior to conference.
* Clean up crews following each scheduled event to keep from placing all the “clean up” on the church janitors. Be sure to inform the appropriate person if an extra trash pickup needs to be done (Wednesday of Conference).

Special Programs team

Organizing and promoting through the Publicity team the “Special Programs” that change from year to year for the Conference, based on need. Examples of “Special Programs” include the following:

“Missionary Squares” (Game show)

* The deadline for final plans on the game show, excluding the need of recent questions, must be 2 weeks prior to the conference.
* Coordinating through the Set-up team the construction of the set needed for the game show, including stage props.
* Coordinating through the Technical Services team the technical needs for the game show, including microphones, lighting, PowerPoint, etc.
* Organizing the program, including writing the script, questions, and the written rules needed for the game show.
* Organizing the selection of game participants and going over the rules with the participants.
* Organizing and providing prizes as needed.
* Through the Publicity team, promoting the game show.
* Coordinating the cleanup crews after the event.

“Volleyball Challenge” - note that we stopped volleyball at the request of our insurance provider ☹

* The organization plans for the games must be 2 weeks prior to the conference.
* Organizing the teams and/or individuals involved.
* Providing written rules to the coaches the Sunday prior to the Saturday of the contest to avoid controversy, and the rules will be followed to the letter.
* Organizing and providing a schedule of events.
* Through the Publicity team, promoting the games played.
* Organizing and providing the officials needed.
* Organizing the providing of prizes as needed or getting the plaque updated.
* Coordinating the cleanup crews after the event.
* Coordinating with Youth/Harvest Partners/Home Schoolers snacks, drinks, hot dogs, etc. for use in a mission’s project.
* Coordinating with Children’s Conference team events to keep the K-6th grade levels occupied to avoid running around the church

Afterglow Videos

* Coordinating with the Set Up and Technical Services teams the video showing in the room provided.
* Coordinating staffing for the showing of the video.
* Video will be decided upon by Conference Team based on recommendations of Missions Conference Chairman and Missions Pastor.

FYI Seminars

* Coordinating with the Set Up and Technical Services teams the items needed, depending on if they are for missions presentations, or other presentations.
* Coordinating staffing for missions presentations or a moderator for other presentations.
* Coordinating with the Food Service special team if snacks, drinks, etc. are needed.
* Coordinating the cleanup crews after the seminars.

1. Other items classified as special programs include the showing of films in a service, dramas, “Love of Christ” projects, etc. and necessary arrangements for organization will be provided upon decision of these programs.

Special Projects team

Organizing and promoting (through the Publicity team) special projects during the conference. Projects could include any or all of the following and much more:

* Missionary Baskets: handed out to our visiting missionaries and speakers at the Orientation dinner or when they arrive. Includes little gifts, writing materials (i.e. stationary, thank you notes, etc.), toiletries, etc.
* Prayer Journal: handed out to church family on Sunday 1 month prior to conference. Includes the writing of materials, organizing into booklet form to go to printer, and assisting in the putting together of the book. Writing done - 90 days; Organizing for printing done - 60 days; At printer - 55 days; Back to church - 35 days.
* “Christmas In?”: allowing the church family to take missionary names (like an Angel tree) and provide an appropriate Christmas gift for our missionaries and their family. This includes promoting the program and being sure all missionaries are accounted for. (An offering is usually taken during the conference to provide for the shipping fees), and following up on the program to be sure it is completely followed through. Also included are Christmas Cards; be sure they are made available through the bookstore.
* Calendar Project: coordinated through the church calendar and making sure that possibly the names, addresses, and birthdays of our missionary families are included.
* When the church directory with church family’s names, addresses, and phone numbers is produced, make sure that our missionary families are included, including E-mail addresses.
* Other special projects or promotions may be done during the conference which will be decided upon on an individual basis.

Technical Services team

Organizing the technical aspects of the conference.

Technical scripts will be provided for the Technical Services team two weeks prior to conference. Any special requests requiring the obtaining of special equipment will be relayed as soon as the need is known.

Sound system needs:

* Microphones needed for speakers, special music, etc.
* Audio hook-ups for presentations, missionary phone calls, etc.

Visual system needs:

* Lighting of staging for each service.
* Video needs including slide projectors, screens, power point needs, video cassette recorders, televisions, etc.
* Provide individuals to do video recording of services and events for future use in films, infomercials, etc.

Youth Conference team

* Organizing the Youth Missions Conference for the Junior and Senior High that goes on simultaneously with the Adult Missions Conference.
* Coordination of the Youth Missions Conference needs to be done with the Missions Conference Team and the Youth Pastor.
* The Youth Missions Conference has their own special speaker who is geared towards youth issues in missions. The Youth Missions conference team needs to be in contact with the speaker to be sure what he plans to do and any special needs he may have. The missionaries here for the whole conference are also shared with the youth.
* What is included in the Youth Conference? On a smaller scale, the Youth Missions Conference needs to be set up basically the same as the large conference. All teams should have input into the Youth Conference as assistance (i.e. Publicity, Set Up/Facilities, Technical Services, Food Service, Special Programs, Special Projects, Music, Prayer Emphasis, and Follow-up should all be involved). Information as to proper set up can be obtained by checking each individual teams list of responsibilities.
* Also included will be programming of services.
* Parade of Nations - usually done each year by the youth for the adult services. Organizing, recruiting flag bearers, making sure flags are properly prepared, sashes for countries or national clothing (as needed), etc. A practice time with accompanists needs to be planned to avoid confusion during the service and to consider possible problems that may need our attention.
* Clean up crews needed for following each service.

Mission Conference Coordinator’s Responsibilities

* Overall organization of the conference.
* Church newsletter articles for the two issues prior to the conference.
* Missionary information packets:
* One packet sent 3 months prior to conference, including information sheet requesting and special requests for equipment, lodging, meals, transportation, etc.
* Update sent 1 month prior to conference.
* Missionary packets including all conference materials: name tags, maps, calendar of events, conference program, housing/meals information, Shepherd’s Guide, Gift certificate to HBC bookstore, evaluation forms, etc.
* Technical scripts for each service (2 weeks prior to conference starting date).
* Guide in decisions made by all teams regarding conference events.
* Order of Services for all services. This includes obtaining people for opening prayer, offertory prayer, get acquainted, etc.
* Budget decisions (with Missions Pastor).
* Conference Sign (design approved through Conference Team).
* Evaluation forms for missionaries and church members (as needed).
* Periodic meetings with Missions Pastor and Pastor for input, approval, etc.
* Decisions concerning seminars.
* Meet with IBS, ABFs, SS teachers as needed to promote conference events, prayer requests, their conference participation, etc.
* Work with Missions Pastor to be sure that the book table is set up in bookstore with appropriate missions materials.
* Missionary Ladies' Fellowship meeting: organized through Conference Chairman's wife or whoever will be hosting this event. Includes setting up child-care, transportation, invitations, food, etc.
* CATCHALL - whatever is missed that hasn't been done or hasn't been assigned. Accordingly, when you prepare for next year’s conference, be sure to assign whatever was missed to one of the teams, if it is feasible.

Missions Pastor Responsibilities (Related to Conference Team)

* Main Speaker invitation and correspondence concerning conference.
* Budget (with Missions Conference Coordinator).
* Missionaries invited and correspondence concerning conference.
* Invitations sent to other area churches regarding our conference.
* Church Missions Display, as needed and set up coordinated through the Set-up/Facilities team.
* “Missions on the Horizon”: order of service, topics to be discussed, etc.
* Missionary Phone calls: coordinating with missionaries.

Conference Schedule Ideas, Friday To Wednesday, With Epilogue Sunday

**Note:** Everything listed here is not done at every conference every year. You need to pick what you will use based on your conference, conference schedule, the missionaries attending, and what will work best for your church. Be creative.

Prayer Vigil

The Prayer vigil is probably one of the most important parts of the conference. It is done on more of an individual basis, but it will have a great impact on what happens during the conference. Our goal is get the people of Heritage to think about what is happening around their world; not just what is happening at this time and place, but what might be happening in some other place in the world at that time. For instance, while we are sleeping here in the United States at 3 am, our missionaries around the world in the Philippines may be driving to pick their children from school (if you have never driven in the Philippines, it is a different experience!). We need to pray for their safety at that time! We share prayer requests from our missionaries and the time zone they are in on the prayer sheet so people will learn what’s happening around the world. It helps our people become more “world conscience.” A section of what is included on the missionaries and their “time” is included in the next paragraph.

**12:00 A.M. EASTERN TIME ZONE**

Hale 1:00 A.M. Pray for our children and their relationship with God.

C. Family 1:00 P.M. Pray the doors will be open in East Asia for additional outreach.

Hodge 1:00 A.M. Pray for Lonnie as he preaches in Spanish this Sunday.

Salisbury 8:00 A.M. Pray for Christi and her witness at Eastman School of Music.

Hayes 12:00 P.M. Pray for final stages of pre-field and support level needed.

At the same time, we share specific prayer requests that are pertinent to our church, missions, the missions conference, the missionaries attending, and for the people of the church to make time for attending the conference every service.

Friday

Opening Celebration With International Pot Luck or Banquet

It seems we do a lot of eating at our missions conferences! This is a great time of fellowship for the entire congregation (if you can get them all in one place!) and the missionaries. It can either be an International Pot Luck dinner where each family brings the different dishes, or it can be a catered buffet meal (International is possible if you have a caterer available to do it that way).

After the meal, the children gather the dirty dishes and are given “tips” to be placed in a bucket at the front to go towards special children’s missions project for one of the church’s missionaries. This has helped by several puppets, soccer shoes and other such ministry items.

Service/Game Show

What you decide to do on Friday night is up to you. You can have a regular service and special speaker like you have done each preceding night. We take a more relaxed approach. Each year, we take one of the popular game shows such as Hollywood Squares (Missionary Squares), Family Feud (Heritage Family Challenge), Jeopardy (Missionary Jeopardy), Who Wants to Be A Millionaire? (Who Wants to Reach a Million There?), Extreme Makeover Home Edition (Missionary Edition) and play it with our church people (adults and children) and missionaries involved. The main objective with the game show format is to educate your people on missions. You can use the game show to also find out what your people have learned through the week. It’s amazing to see when you survey your people (Heritage Family Challenge) what results you will get on your surveys. Other possibilities for getting to know your missionaries include game shows like the Newlywed Game, etc. See sample s on page 217.

Saturday

Men’s Prayer Breakfast

Once a month, the men of our church have a prayer breakfast. It is a great time of fellowship, prayer, testimonies and a devotional. The men cook the meal, and then clean. They (and their sons!) get to spend some time with the missionaries on a more personal basis as they pray together.

Volleyball Challenge/ Bowling

For many years, HBC had a volleyball tournament on Saturday morning. The church members form teams from different Sunday School classes, the youth, missions teams, pastoral staff, and of course, the missionaries. The volleyball tournament started during an Olympic year, and so we called our missionaries the “Dream Team.” (We won’t mention which team we called the “Dreaming Team”… the pastors!) It was a hit with all involved as everyone got to play and interact with the missionaries. We had a plaque made and each year we added the winning team to it, so it become quite competitive! Another possibility might include softball. More recently, we reserved a bowling alley from 2-4 p.m. and sold tickets to individuals/families (with a family max of $10) to bowl our missionaries. Everyone had a blast!

Love Of Christ Projects

One year, we started what have been called Love of Christ Projects. The projects were done on Saturday mornings around the community to help our people realize that we have a great opportunity here at home for reaching out to people.

Missionary-Host and Hostess Orientation Dinner

(If starting the conference on Sunday) The Orientation Dinner is a casual time where the missionaries and their families, the pastoral and church staff, deacons, hosts/hostesses, and missions teams (and the spouses of all involved) get together to have a meal, fellowship, prayer, and an overview of what will be going on during the conference. The meal itself can be a “fun meal” (see team responsibilities), or maybe a meal from another land such as Chinese. This is a relaxing time where many friendships built up through the years are rekindled and many new friendships with new missionaries are started. It is also the final time to answer any questions concerning the conference that anyone might have.

If stating the conference on Friday with the banquet, the missionary and host and hostess meet fifteen minutes prior to the banquet, or for an hour on Thursday evening (serving pizza).

Sunday

Sunday Morning services

The Sunday morning services includes the regular morning worship service, ABF Classes (our Adult Sunday School classes), and children’s Sunday School. In the main services, little is changed from the regular services, except for the emphasis on missions in the music and message. One addition that may be included would be a “Parade of Nations”, a parade of flags of countries from around the world, especially of the flags where we have missionaries serving the Lord. In the past, we have used the hymn “We’ve A Story To Tell To The Nations” and had the flag processional during the congregational singing. If you don’t use your missionaries in your processional, you might try getting nationals involved, or using the youth of your church.

In the Adult Sunday School classes, which we call ABF classes (Adult Bible Fellowship), and the Sr./Jr. High classes, we have the missionaries share for the speaking/preaching time. The message they share could follow under a couple areas: 1) We allow the missionary to choose a topic pertinent to our theme and their ministry; 2) We choose a topic for our missionaries to speak on that is pertinent to the ABF class they are in. We publish where and when each missionary will share during these times, in case some individuals want to hear a specific missionary or topic. A popular choice we have used in the past has been a panel discussion (men, women, teens) with a moderator, asking questions of our missionaries that would affect all involved. This may also be opened up for questions from the audience.

In the Children’s Sunday School Classes, we have used as many of the missionaries as possible to either teach for the whole class, or share for 10-15 minutes about their ministry or how they as children can get involved in missions. Many times, our missionaries have worn costumes of the country they are serving in and they have shared tidbits about the children in their part of the world.

FYIs (For Your Information)

The FYI sessions should be held a couple times during the conference. They have been held on Sunday evening before and/or after the service, or after the services during the week. The main reason for the FYI sessions is to provide the serious church member information that may help them in their decision about serving the Lord. That information could include: presentations by the missionaries about their ministries, information about different areas of service available around the world, information about different mission boards, and much more.

Sunday Evening Services

The Sunday evening service is where a change in format of the service may occur. Much depends upon the focus you have for your conference. Some of the special things we have done during our Sunday evening service have included: phone calls to our missionaries, skits, video clips, interviews with the missionaries and/or nationals, and, of course, the missionary presentations - a time where each missionary shares about their ministry in their part of the world. Another change in the service that happens is the splitting up of our conference into 3 separate conferences: The Main Conference, the Youth Conference, and the Children’s Conference. Each conference has their own speaker, geared especially towards their age group.

The Youth Conference does many of the same things that the Main Conference does - they just use youth in their services. They have regular services which includes some of our missionaries sharing their ministries, phone calls to MKs (missionary kids) on the field, skits, testimonies, and special music - all done by the youth. Their services start Sunday evening and go through Wednesday evening.

The Children’s Conference (K-6th grade) starts on Sunday evening and runs through Wednesday (AWANA night), Friday, or the next Sunday night. The speaker we use works with children as their ministry, so they usually take the whole service. They use puppets, skits, videos, Bible memorization, and Missionary stories. We have the missionaries for the conference also go in and share for a few minutes. Over the years, we have been excited to see many decisions come from our Children’s Conferences, both salvation and missionary service decisions.

One thing to remember when planning and during the actual conference - make sure you are done ON TIME each night. If you go over time, whether just once or on a consistent basis, your people will remember that and may not come back each night. They will find an excuse - the children have school the next day, they have to be at work early in the morning, etc. Don’t give them that excuse of your going over time.

Monday

“Spiritual Blessings” Bible Study

The “Spiritual Blessings” Bible studies on Monday and Wednesday morning is a time of “giving back” to the missionaries; a time of spiritual refreshment for them while they are here. We ask our main speaker or our pastor to minister to our missionaries. At the same time, our church people are invited to attend and be an encouragement to our missionaries. One other thing we do during this time is ask one of the veteran missionaries to share some “Missionary Tidbits” with everyone. This is a chance for the “veteran” missionary to minister, encourage, and share some insights with the “rookie” missionary.

Round Table Discussions

In lieu of “Spiritual Blessings,” you may wish to host “Round Tables,” on Monday, Tuesday and Wednesday mornings wherein the keynote speaker and/or the pastor challenges the missionaries in their spiritual walk or in areas of ministry.

Luncheons

One of the highlights of our conference has been the luncheons on Monday, Tuesday, and Wednesday. This has worked very well for the church members who cannot come in the evenings because of work, but they can come for lunch, or some take their lunch hour and come to the church to hear the missionaries (and we’ve had unsaved invited to come with our church members!). We invite the church congregation to lunch (a salad bar, soup and sandwich, etc.) after which one of our missionaries shares on some specific topic. We keep the total program to 1 hour for those who come during their lunch breaks.

Weeknight Services

The weeknight services on Monday, Tuesday, and Wednesday are similar to the first Sunday night of the conference.

Afterglow Videos

There are many excellent, short, missionary videos available that would be an encouragement to your church people. The videos start immediately after the service in another room and are kept to a maximum of 30 minutes. If the videos go longer, people will not attend or they may not come back the next evening. To see a partial listing, check the resources section for videos we have shown.

**

Tuesday

Ladies’ Bible Study

Every Tuesday at our church is Ladies’ Bible Study. We don’t stop because of missions conference. The missionary ladies get an opportunity to share with the church ladies about their lives on the mission field and prayer requests they may have. One of the missionary ladies will also share a short devotional. At times, the missionary ladies have brought different foods that they have prepared from their perspective fields (Tastes from Around the World).

“Missions On The Horizon”

The old concept of the missionary and his “pith helmet” has changed dramatically. One of Heritage’s goals in missions is to stay on the cutting edge. This time is spent discussing in an open forum with the missionaries and mission “pros” about what is happening around the world and how we can be more effective with our mission’s philosophy, our prayers, our finances, and our sending of missionaries.

*Two of our mission conference themes: “Fragile, Handle with Care,” and “Around the World in 8 Days”*

Pizza Time With The Youth

The best way to get a young person interested in missions is to allow him/her the opportunity to rub elbows with a missionary. Young people love pizza (and surprisingly, so do the missionaries!) and it is a great time of fellowship around the table with the missionaries. The young people discover that missionaries are “ordinary” people - not someone who is high and mighty.

Wednesday

Missionary Ladies Fellowship

One of the greatest ministries at Heritage is called Harvest Partners. These prayer groups, men and ladies, spend at least 30 minutes in prayer every Wednesday night for missions, as well as singing, testimonies from missionaries, and great teaching. The Harvest Partner ladies look forward to spending some relaxing time and being an encouragement to the missionary ladies during the conference. They meet over “tea” (or a luncheon on Friday) and share one another’s burdens and prayer requests.

Epilog Sunday

Sunday Morning Services

Basically the same as last Sunday with involvement from your missionaries in ABF classes, children’s Sunday School, etc.

Final Sunday Evening Service

This service could (and should) be the biggest service in your church each year! A lot of planning and preparation is put into this service as the church congregation will remember the last thing you did for the mission’s conference until you get to the missions conference the next year. Most of the beginning of the service is much the same as the other evening service, but the last thing you do in the conference is most important. It can be a candle light service, a communion service, or some special skit or emphasis that will get your congregation’s attention towards missions and the world. If you would like a more in-depth “script” of what we have done for individual conferences, please contact us and we will get you the necessary script.

World Awareness Drama

This works well during the S.S. time or the Worship Service. It takes about 45 minutes. Have all the adult classes together, along with the youth. It takes only one person to lead the drama. All the participants in the drama will come from the people in the class. The purpose of the awareness drama is to help the people see how lop-sided Christianity is in reaching the world for Christ with workers, money, Bibles and media ministries. It visually stimulates the people to see what God wants to do to use each person and their resources to help get the Gospel to all the people of the world.

Global Impact Network Newsroom

This works well during an evening. This could be Friday or Saturday night. Prior to the conference the person who will coordinate this event gathers a profile from each of the missionaries. They will contact the missionary to learn about them and anything special about their life or ministry. They will find out what kind of media they use to help present their ministry. A script is then written like a news correspondent interviewing them in their country. A news anchor person will host the program from some other place in the world. The anchor person will open the evening news program with some general info about God's plan that all people have opportunity to hear about Jesus. Then he will introduce a missionary with an opening statement and then go "live" to the country with the missionary in an interview with the foreign correspondent. After the interview, which will also involve a short media clip, the program will go back to the anchor man to introduce the next story and so on. The church people have been selected to serve in different roles: anchor man, foreign correspondents, cue-card holders, lighting and sound people, cameramen, and a person who gives commercials about books on world missions, prayer, etc. for the World Mission Bookstore. A book table is set up with books for sale before and after the program. The program will be 1-2 hours, in a fast pace program. The goal is to use a creative means to educate the church with personal interviews, media, and prayer time about the missionary's work in the world for God. It is very effective and involves the church people in the drama.

Poster Contest

Four weeks before the GIC, have each S.S. introduce the conference theme. Each class will prepare a poster relating to the theme. They will have two weeks to work on it as part of the S.S. time. Two weeks before the GIC have a class representative present their poster during the morning service. Hand them on the walls in the auditorium. Have a group selected from the church leaders to judge each poster that week and give an award for "the most WHATEVER” (e.g. colorful, artistic, focused) so that every poster wins some kind of award. The next Sunday announce the awards given to each poster and why. Do this while the children are in service if possible. Include the children through adult classes. Make the adults do it to.

World Home Briefings

Set up one or two nights (Thursday and/or Friday) for people to open their home and host a missionary for supper and to share his ministry. Have sign-up sheets in the church for several weeks before the conference and promote for people to sign up to go to a home and spend an evening interacting with a missionary. This is a time for letting your hair down and learning some personal things about missions, the missionary family, the country or people group he is trying to reach and much more. Usually this is from 7- 9pm. The missionary has supper with the host to get to know them and then move into the evening program as quest arrive. This is many times the highlight of the conference.

2010 Conference Schedule, 8 Days, Sunday To Sunday

Sunday, April 25 - Anniversary Sunday

8:00 – 9:15 AM Missionaries in ABF classes

9:30 – 10:45 AM Missions Challenge – Ed Hoagland, HBC Missionary to Mexico City, keynote speaker

Missionaries in ABF and SS classes

11:00 – 12:15 PM Missions Challenge – Ed Hoagland, HBC Missionary to Mexico City, keynote speaker

12:15 – 1:15 PM Dinner on the Grounds

1:30 – 2:45 PM Break-Out Sessions (two 30-minute sessions) Select a missionary or missions related topic

1:30 – 2:45 PM Children’s Conferences – Regina Case/Ralph and Louise Green

Monday, April 26

11:00 – 12:00 PM Leading A World Missions Church (LAWMC) Seminar Check-In & Church Tour

12:00 – 1:00 PM Missionary Luncheon – John & Stephanie Spalding, missionaries to South Korea

1:00 – 5:00 PM LAWMC Sessions 1-3

7:00 – 8:15 PM Break-Out Sessions (two 30-minute sessions) Select a missionary or missions related topic

7:00 – 8:15 PM Children’s Conferences – Regina Case/ Ralph and Louise Green

Tuesday, April 27

8:00 – 12:00 PM LAWMC Sessions 4-6

12:00 – 1:00 PM Missionary Luncheon – Ed & Annita Hoagland, missionaries to Mexico City

1:00 – 5:00 PM LAWMC Sessions 7-9

7:00 – 8:15 PM Missions Challenge – Dr. Bobby Gupta, Our India partner & Director of Hindustan Bible Institute

7:00 – 8:15 PM Missions Challenge to Youth – Ed Hoagland, HBC Missionary to Mexico City

7:00 – 8:15 PM Children’s Conferences – Regina Case/ Ralph and Louise Green

Wednesday, April 28

12:00 – 1:00 PM Missionary Luncheon – Dave & Anne S., missionaries to Mid East

5:00 – 6:45 PM Dinner at the Oasis – Enjoy a meal & fellowship with missionaries

7:00 – 8:30 PM Missions Challenge – Ed Hoagland, HBC Missionary to Mexico City, keynote speaker

7:00 – 8:30 PM Children’s Conferences – Regina Case/ Ralph and Louise Green

Thursday, April 29 Day Off

Friday, April 30

7:00 – 8:30 PM EE-Taow video and Mark Zook, the missionary featured in this classic video, speaker

Saturday, May 1

8:00 – 9:30 AM Men’s Fellowship Breakfast - Mark Zook

2:00 – 4:00 PM Ladies’ Fellowship Tea – Annita Hoagland

Sunday, May 2

9:30 – 10:45 AM Missions Challenge – Ed Hoagland, HBC Missionary to Mexico City, keynote speaker

11:00 – 12:15 PM Missions Challenge – Ed Hoagland, HBC Missionary to Mexico City, keynote speaker

Missionaries in ABF and SS Classes

5:00 – 5:40 PM “The Next Chapter” video, the sequel to EE-Taow

6:00 – 7:30 PM Closing Challenge – Ed Hoagland, HBC Missionary to Mexico City, keynote speaker

Children’s Conferences – Regina Case/Ralph and Louise Green

2011 Conference Schedule, 4 Weeks

**Sunday, March 20**

8:00 AM Orientation breakfast for conference leadership team, missionaries concierges, pastors

8:00, 9:30, 11:00 AM Missionaries in some ABF classes (all ABF’s have a missionary speaker at least 1 of the 3 Sundays)

9:30, 11:00 AM Worship Service, Conference Opener- PowerPoint presentation and HBC Internationals –

“India The Next 10 Years” - Guest Speaker, Bobby Gupta

Teaching video from on-site in India

Missionary Presentation - Bill and Xena C.  
11:00 AM only Missionaries in 5th and 6th Grade SS classes  
  
6:00 PM Praise Gathering

“Vision: The Biblical Basis of the Church as the Sender” - Dr. Kroll –

Teaching video from on-site in India

Missionary Presentation - Larry and Sharon Haag  
   
6:00 PM K - 2nd Grade Children’s Conference - Regina Case  
 3rd - 6th Grade Children’s Conference - Bill and Karen Salisbury  
 Missionary Presentations in both Children’s Conferences  
  
  
**Monday, March 21**   
9:00 AM Leading A World Missions Church (LAWMC) Registration in International Plaza   
10:00 AM LAWMC Seminar in Worship Center  
   
12:00 pm Luncheon

Missionary speaker, Rob E.

1:15 - 5:00 PM LAWMC  
  
**Tuesday, March 22**   
8:00 AM LAWMC Continental Breakfast in International Plaza  
8:30 AM LAWMC Seminar in Worship Center  
  
12:00 PM Luncheon

Missionary speaker, Tom H.

1:15 - 5:00 PM LAWMC  
  
**Wednesday,  March 23**   
5:00 - 6:45 PM Dinner at the Oasis with Missionaries

(balloon on each missionary’s chair showing where missionaries are)

**Sunday, March 27**

8:00 AM Orientation breakfast for conference leadership team, missionaries concierges, pastors

8:00, 9:30, 11:00 AM Missionaries in some ABF classes  
9:30, 11:00 AM Worship Service,

“Vision Strategized: Why Do We Do what We do, Part 1” - Dr. Kroll, Pastor Nathan, & Pastor Allen

Teaching video from on-site in India

Missionary Presentation - Rob E.  
11:00 AM Missionaries in 3rd and 4th Grade SS classes  
  
6:00 PM Praise Gathering

“Vision Strategized: Why Do We Do what We do, Part 2” - Dr. Kroll, Pastor Nathan, & Pastor Allen

Teaching video from on-site in India

Missionary Presentation - Tom H.

6:00 PM K - 2nd Grade Children’s Conference - Regina Case  
 3rd - 6th Grade Children’s Conference - Ralph and Louise Green  
 Missionary Presentations in both Children’s Conferences  
  
  
**Wednesday,  March 30**   
5:00 - 6:45PM Dinner at the Oasis with Missionaries

(balloon on each missionary’s chair showing where missionaries are)

Breakout Sessions (Choose from a list of missionary presentations or missions topics. All speakers will be offered both sessions.  This is the only time we are having Breakout sessions this conference.)

7:00 - 7:30 PM Breakout Session 1  
7:45 - 8:15 PM Breakout Session 2  
  
**Saturday, April 2**   
12:00 - 1:30 PM Ladies’ Fellowship Luncheon in International Plaza  
  
  
**Sunday, April 3**

8:00 AM Orientation breakfast for conference leadership team, missionaries concierges, pastors

8:00, 9:30, 11:00 AM Missionaries in some ABF classes

9:30, 11:00 AM Worship Service

“Vision India” - - Dr. Kroll, Pastor Nathan, & Pastor Allen with India STMT team

Missionary Presentation - Charlene C

11:00 AM Missionaries in 1st and 2nd Grade SS classes at 11:00 am  
  
6:00 PM “Vision Inside The Persecuted Church” Pastor Nathan and drama by New Life ABF

Missionary Presentation - Joe Phillips

6:00 PM K - 2nd Grade Children’s Conference - Regina Case  
 3rd - 6th Grade Children’s Conference - Bill and Karen Salisbury  
 Missionary Presentations in both Children’s Conferences  
  
**Wednesday, April 6**   
5:00 - 6:45 PM Dinner at the Oasis with Missionaries

(balloon on each missionary’s chair showing where missionaries are)

**Saturday, April 9**

8:00 – 9:30 AM Men’s Fellowship Breakfast, Missionary speaker Ed Hoagland  
  
**Sunday, April 10**

No Orientation Breakfast

No ABF classes

9:30 AM - 12:00 PM Combined Worship Service

“Vision: Where Do We Go From Here?”

Teaching video from on-site in India

Missionary Presentation - Tony Haug  
11:00 AM Missionaries in Kindergarten SS class  
  
6:00 PM “Vision: Our Jerusalem”

Missionary Presentation - Ted Farris

6:00 PM K - 2nd Grade Children’s Conference - Regina Case  
 3rd - 6th Grade Children’s Conference - Bill and Karen Salisbury  
 Missionary Presentations in both Children’s Conferences

Conclusion

Every church is different. Every pastor is different. Every congregation is different. Every missionary is different. Every conference is different. Every speaker is different. The list goes on. The key to all this information is this: use what will work with your people. Some things that have worked for our church, may not work for your church, and vice-versa. Most important of all: bathe it all in prayer and allow God to direct. **May God bless you and your ministry as you plan your next Missions Conference**.

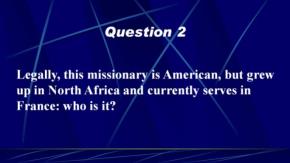
One of our concerns is that churches are getting away from having mission conferences because it has been too difficult to get people to attend. We try to inspire people to continue participating in our conferences by addressing relevant concerns in our culture. We do this by having multiple conferences simultaneously each year, i.e. children’s conference, teen conference, and luncheons. It has been very successful to have luncheons with a missionary speaker. At times, it can be hard for people to attend evening conferences, especially if they have young children.

All of the resources and materials that HBC has are available to borrow, such as banners, flags, etc. These are valuable resources. We do not have our name on most the materials, so they are available for use. We only ask that the shipping be paid.

Another great resource that will help in conferences is **special activities** such as games. We have done games like “Missionary Squares,” “Family Feud”, and “Who Wants to Reach a Million There?” These types of things/games not only help introduce the congregation to the missionaries we support, but also help educate them as well. It helps them to be more familiar with each missionary family and location, while having a lot of fun.

Missions Conference Games









Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

HOW TO MAKE THE TRANSITION

***Leading a World Missions Church* Seminar**

Introduction – Missions Encompasses Church Ministry

There are a variety of ways to help people learn what is going on in the church missions arena. One key component really makes this happen: a yearly missions conference. So how do you have a missions conference, what is its purpose, why do we have this, and why are we putting all this energy and time into a specific few days when we also have other events happening throughout the year?

Missions is not just **another** individual ministry within the church. Missions needs to be the heartbeat, the central hub, of the church. The Bible says in Colossians that God created all things: all things that are above, below, visible, and invisible were created by Him, for Him, and to Him. So God is the center and it is all about Him and His mission, not us and our missions agenda. His desire is that all the people of the world will come to know Him and worship Him; we see this from Genesis to Revelation. The purpose is that they would bring glory to His name, and His fame would be made known to all the people of the earth.

**God** *is the center and it is all about* **Him** *and* **His mission***, not us and our missions agenda*

In order for that to happen, for God to be the center, for missions to be the heartbeat of the church, you have to look at church paradigms. Missions is one slice in the church ministry pie. Most churches have missions as a separate succinct ministy that is segregated out all by itself. There are few participants in missions, but many spectators. Missions is not seen or taught as **all** encompassing, in **every aspect** of church life.

***Inward Focus to Our Needs:***

***Many Spectators with Few Mission Players***

In the second paradigm you will see that God’s mission takes center stage. At HBC it is center stage.

The Bible says in Acts 1:8 and Matthew 28: “Make disciples of all nations.” We are Holy Spirit-empowered witnesses to Jerusalem, Judea, Samaria, and the ends of the earth. Our people are doing that here in Lynchburg, Va and around the world. God’s mission permeates every component of church life: adult ministries, youth ministries, children’s ministries, and our worship. Our seniors ministry is not just about serving ourselves, but it goes further then that: it is us reaching out toward others here and around the world. God’s mission is not just about us, but it’s about Him becoming known to the people of the world.

***Outward Focus to God’s World:***

***All are Players making Disciples to***

***Worship God***



How do we move from one paradigm of the pie, to making missions the central hub? From not being just a piece of the pie, but a central part of every piece of pie? The **focus** needs to be readjusted from benefiting ‘self’ to benefiting nonbelievers. For example, instead of filling up a bus load of Christians to participate in a wonderful Christ centered drama, why not have half the bus filled with believers, and the other half filled with unbelievers. Then, on the way home from the drama, discuss what was seen. Ask questions. Use this experience as an evangalistic tool to benefit them. The focus should be not just on pleasing self, but reaching out to others.

Education & Inspiration

Churches in the traditional model only have token involvement in educating their congregation about missions, but a world missions church should have **passionate involvement**. They can use missions decorations, such as pictures, artifacts, and household items from around the world. Using wall borders, missions murals, display cases, posters, computer displays, and a “Hall of Faith” of missionary pictures and newsletters is very helpful. Organize for effectiveness!

The church should also involve the people through short-term mission trips, including senior pastor trips, staff/leader trips, and church trips. There should be planned missions emphasis throughout the year, with special programs such as the 30 day Muslim prayer focus, 30 day Hindu prayer focus, International Day of Prayer for the Persecuted Church, and praying through the 10/40 window.

In order for a church to be a world missions church, the senior pastor cannot only be supportive, he must be **sold out**.

A sold out pastor:

* Preaches on missions
* Takes missions trips
* Encourages missions from the pulpit
* Sets the example
* Builds a team

It is also imperative that a world missions church have a missions pastor/lay coordinator.

*[For more information, see DVD session 10.]*

Inspiring And Educating The Congregation



The key to inspiring and educating the congregation is the pastor – everything rises or falls through the leadership. Through his preaching and teaching ministry, the information filters down to the staff, lay people and body. This helps infiltrate the church with the importance of continual education.

Missions must have a passionate leader at the level of the **senior pastor**. If it does not occur at this level, then missions is not likely to happen. Periodically getting the pastor out of the pulpit to minister through short-term mission trips is of great benefit to the church as he will return to share his exciting experiences with the body. *[For more information on inspiring and educating, see DVD session 10.]*

Preaching & Teaching

The sending concept came out of a sermon preached here at HBC while studying Romans 10. While studying the text, it became clear that a preacher must be sent, and the church in the book of Acts was very proactive in the sending process. A statement was made by a member of the congregation that “God is waiting for a church to do it right so He can bless that church. **We ought to be that church**.”

Preaching and teaching should include:

* Special sermons on missions itself
* Every sermon a missions sermon: linking and or weaving missions focus into the sermon
* Missions illustrations in the sermon to constantly keep the world in front of the congregation

Missions Trips & Reports



Churches should provide the senior pastor with the opportunity of taking mission trips, and then sharing with the congregation the needs and opportunities he has seen on the field. Then the congregation can also get involved with short term mission trips.

Missions Emphasis

A constant emphasis and vision has to be **shared** over and over again. Finding new ways to share that vision has to be developed. The pastor needs to continually share the vision from the pulpit, in newsletter articles, in letters, in announcements in the bulletin, and with individuals in order to educate and inspire the laity. The burden for missions that the pastor has MUST be communicated again and again. The majority of people have a heart and a burden for missions, but most are unaware of the need and what is actually happening on the mission field.

**God** *is waiting for a church to do it right so He can bless that church.* **We ought to be that church!**

Have a monthly focus as well as a weekly focus on missions. Each week we print in our bulletin an unreached people group, a missionary, and a ministry. We focus on a local outreach **and** a global outreach. It’s very important to list an unreached people group so the congregation is made aware of those groups. We also list some of our partnerships: local ones such as the Blue Ridge Pregnancy Center, or another local church.

The church should also have special emphases, such as concentrated times of prayer for specific people groups. Each year we have a 30-day Muslim prayer focus, using a prayer guide booklet with information on Islamic nations, illustrations, photos, devotionals, and stories of converts to Christ. Muslims pray for Christians to be converted to Islam, so we need to pray that much harder for them. This is a very difficult people group to minister to and reach. We also have a 30 Day prayer focus for Hindus and an International Day of Prayer for the persecuted church. The goal is for our people to develop a heart and passion to pray for Muslims, Hindus, and other unreached groups. The only way to reach them is on our knees.

A regular missions emphasis will help educate your people, but more importantly, get them **praying** for others. Resources are available online to help with these projects.

International & Special Projects

HBC participates in different projects and takes special missions **offerings** periodically throughout the year, such as Bibles for the World Sunday, our Labor of Love offering every Labor Day, and Love of Christ projects. These projects not only help missions but educate the congregation as well.

Missions Education Classes

Missions education, for adults, youth, and children, is incorporated into the church so that everyone in the church has a mission heart and mission mind. Every Wednesday here at HBC we have many Life Training **electives** that last 14 weeks, such as a class for new members, Biblical topic classes, and missions oriented classes like men’s and women’s Harvest Partners.

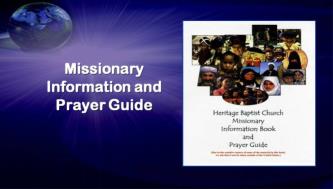
We have been doing these electives for more than 15 years. This has helped us to fulfill the Ephesians 4:11- 12 principle of **equipping the saints** to do the work of ministry. Some electives are strictly focused on missions. There is an extended prayer time for missions and missionaries, and they have an additional prayer sheet with specific requests from missionaries and additional insights that are given to each elective class for prayer. Sometimes they will have visiting missionaries speak, or telephone a missionary that is on the field to encourage them. It is a special emphasis on missions.

We also offer Missions Perspective classes as an elective so that our people will understand and adopt a strong strategy and philosophy of missions.

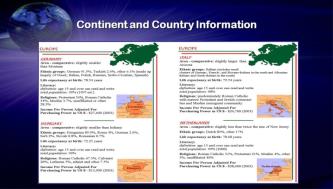
In the summertime, we have a special program for children on Wednesday nights called “Fun Summer Club,” where the key emphasis is missions. We are educating the children during these programs in missions and about missionaries around the world.

Displaying General Missionary Information

Churches need to get general missions and missionary information out to the congregation about our own missionaries. We have a long hallway that we utilize to focus on our missionaries. We call it “The Missionary Hall of Faith.” This is where you will find information about our missionaries, their prayer cards, and letters.

We also make available to our members a **Missionary Information Prayer Guide** tabbed by continent with a page about the continent itself, and an information page on each of the countries where we have missionaries or partnerships. Then there is a whole section for each missionary serving in that area. We print a photo of the missionary and list their names, birthdays, anniversaries, a little about the family, their address and phone number, and time differences for phone calls.

If a missionary is serving in a restricted access country, there will only be the first name of the missionaries– no last name –, their birthdays, anniversaries, a little bit about the family, and general information about the region of the world they are in, not the specific country.

We also take care not to use the full names or locations of these missionaries in print anywhere or when speaking in our services. You never know who will be at your church. For example, a few years ago we had a “Standing on the Word Day,” where the members of our congregation wrote their favorite verse on the floor of the new worship center before the carpet was laid. After the service that day, a lady who was an official from Hong Kong came up to speak to the pastor, because her brother, who had died, had been led to the Lord. She had been so impacted by her brother’s conversion that she wanted to come to our service. You never know who will show up at your church and we do not want to do anything to potentially compromise the security of our missionaries.

Prayer Groups



We use many prayer groups and the Pastor’s Prayer Partners to lift up the church leaders, missionaries, and different people groups in prayer. We print a booklet to guide our prayer partners in praying for specific needs. There is a prayer guide for children as well as for adults. Prayer groups and guides are a great way to involve the congregation with the needs and concerns of the pastor, missionaries, people groups, etc.

Artifacts & Displays

Missions artifacts, displays, and photos, as well as computer presentations, are exhibited around our hallways as tools to educate the congregation about the needs of the world. Many of the items were brought back to us by our missionaries from wherever they serve. Displaying everyday items from different countries creates interest in those cultures.

We mount our own photos here at HBC, and instructions for this are written in a list at the end of this section. Making collages

*Display cases, murals, artifacts with descriptions, and photos at HBC*

of photos is a great way to display them.

Where can you get pictures and artifacts?

* Mission agencies can supply photos, you can download photos from the internet, or use pictures from church exposure trips and business people traveling overseas.
* If you need artifacts, ask your missionaries! They love to share about the culture in which they are ministering.
* When there is a short term missions trip, ask participants to bring back artifacts. If they pack lightly, they will have room to bring back lots of artifacts.
* HBC has more than enough artifacts to share. Please get in touch with us and let us know what is needed.



*Missions photos and artifacts on display at HBC*

*Bottom: our missionary “Hall of Faith”*

Instructions For Mounting Photos On Gatorboard For Display

1. Cut the gatorboard with a fine tooth blade on a table saw. Cut the gatorboard at least 1/4 inch less that the width and length of your picture. This will allow you space to trim the picture after you have mounted it to the gatorboard.
2. Lightly sand the surface with fine sandpaper (180-220) to take off the smooth finish.
3. *Lightly* sand the back of the picture to take off the smooth surface.
4. Lay your picture on the gatorboard and adjust it. Put a very light pencil mark on the back of the picture for two corners of the gatorboard. I always adjust the picture so I can cut off areas I don’t want. Do not press down with your pencil. You could mar the surface.
5. Pour five parts of white Elmer’s glue into a plastic container that has a lid (i.e. Cool whip bowl). Stir in one part rubbing alcohol until the glue is thin enough to be applied with a paintbrush. Do not over thin or the glue will not stick. (You can also use contact bond glue – the type that is used to glue Formica board down)
6. Unfold enough newspaper pages for the number of pictures you want to mount. Stack the pages on top of each other. Lay your first picture face down on the newspaper stack. Beside it place your piece of gatorboard. Apply a thin layer of glue to the back of the picture and the surface of the gatorboard. Put the gatorboard on the picture. Adjust the gatorboard so it is straight and properly located. Turn the gatorboard over with the picture face up. With a wallpaper roller or a kitchen rolling pin gently roll over the surface of the picture from the center to each edge. Turn the picture over and brush off the excess glue that bleeds from the edge of the gatorboard onto the excess back of the picture. Throw away that layer of newspaper. This is very important! **If you get any glue on the surface of your picture it will ruin the picture!** Turn the gatorboard over again placing the picture surface on a new, clean newspaper and brush off the excess glue. Readjust your picture (It may move while rolling). Place your picture-gatorboard on a new, clean newspaper away from your work area. Put a flat weight on the gatorboard and let it dry for two hours. A few large books like an encyclopedia work fine. Be sure the first book is larger than your gatorboard so you get even pressure on your picture. **Always start with a new, clean newspaper sheet every time you mount another picture!**
7. After the glue has dried you are ready to trim your picture. Unfold a stack of newspapers (at least 25). Place your gatorboard-picture face down on the stack of newspapers. With an X-Acto knife trim the picture along the edge of the gatorboard. Press down hard enough that you cut into the first couple of layers of your newspaper. Change blades frequently (probably after every fourth or fifth picture).
8. Use 3/4 inch sticky back, black (if you are using black gatorboard) Velcro tape to mount your gatorboard-picture to the wall. Measure an equal distance (1 inch) from each corner and mark with a pencil. Cut about 1 to 1&1/2 inch piece off the Velcro tape. Peel the soft, fuzzy piece off the protective paper and place on the back of your gatorboard. Attach the prickly piece to the fuzzy one, but leave the protective back on the prickly piece until you are ready to mount it on the wall. With the fuzzy piece uniformly placed on the back of the gatorboard-picture, you can rotate pictures without them sticking together.
9. Plan your layout by laying your pictures on the floor in front of the wall upon which you intend to mount them. It is best to have an odd number of pictures. Measure the exact location of the picture. Level it and place a small pencil mark on the wall along two of the corners of the picture. Peel the protective backing off the Velcro and mount your picture to the wall pressing firmly. Spotlights add a nice effect for highlighting your pictures.

*Note:* Gatorboard can be purchased from Piedmont Plastics (800-266-7898). The boards come in 4’ x 8’ sheets, and are shipped by freight truck for a rough cost of $60. They come in different sizes. We use ½-inch thick black. You can also get thinner foam boards from a graphic arts supply store.

Final Reminders

***Never forget: God is the ultimate Sender!***

*“The two of them,* **sent** *on their way* **by** *the* **Holy Spirit***…” Acts 13:4*

*“Unless the* **LORD****builds** *the house, its builders labor in vain.” Psalm 127:1*

***Where do you fit in?***

***You are either a Sent One, or a Sender!***

Additional Notes Received During Live Seminar Inserted Here

The immediately following pages were distributed during the seminar and include printed and written notes taken during the seminar.

RESOURCES & FORMS INDEX

***Leading a World Missions Church* Seminar**

Signs

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sign | Material | Size (width x length) | Qty | Photo |
| “Are We Doing Enough to Reach God’s World?” | Hardboard w/ metal frame | 4 ft x 8 ft  25 lbs | 1 | missions signs 006.jpg |
| “Around the Corner, Around the World” | Vinyl | 4 ft x 5 ft  3 lbs | 2 | Around the Corner, Vinyl,1lb, 5ftX4.2ft.JPG |
| “Expanding to Serve… Here and Abroad” | Hardboard w/ metal frame | 4 ft x 6 ft  20 lbs | 1 | missions signs 003.jpg |
| “Expanding to Serve… Here and Abroad” | Vinyl | 3.5 ft x 14.75 ft  10 lbs | 1 | missions signs 049.jpg |
| “Expanding to Serve… Here and Abroad” | Vinyl | 4 ft x 5 ft  3 lbs | 1 | Copy of Expanding to Serve (Balloon) Vinyl 10lbs 8ftx1ft.JPG |
| “Expanding to Serve… Here and Abroad” (Long) | Hardboard | 17 in x 8 ft  10 lbs | 1 | missions signs 007.jpg |
| “Handle With Care” | Vinyl | 4 ft x 71 in  3 lbs | 1 | missions signs 045.jpg |
| “Heartbeat for the Harvest” | Vinyl | 5 ft x 4 ft  3 lbs | 1 | Copy of Heartbet For the Harvvest Vinyl, 1lb, 5ftX4ft.JPG |
| “How’s Your Vision” | Vinyl | 4 ft 11 in x 4 ft  3 lbs | 1 | missions signs 028.jpg |
| “Leading a World Missions Church” | Vinyl | 30 in x 8 ft  3 lbs | 1 | missions signs 015.jpg |
| “Living Locally, Partnering Globally” | Vinyl | 4 ft x 65.5 in  5 lbs | 1 | Living Locally Vinyl, 5ft6inX 4ft  5 lbs.JPG |
| “Missions Conference Banquet” [double-sided, same both sides] | Vinyl | 30 in x 8 ft  3 lbs | 2 | missions signs 021.jpg |
| “Missions Conference Luncheons” [double-sided, same both sides] | Vinyl | 30 in x 8 ft  3 lbs | 2 | missions signs 025.jpg |
| “Men’s Breakfast & Ladies Tea” [double-sided, same both sides] | Vinyl | 30 in x 8 ft  3 lbs | 2 | missions signs 024.jpg |
| “My Life is in His Hands” [double-sided] | Vinyl | 23.5 in x 8 ft  3 lbs | 4 | missions signs 019.jpgmissions signs 018.jpg |
| “My Torch to Carry, God’s World to Win” | Hardboard | 4 ft x 51 in  20 lbs | 1 | My Torch to Carry God's World to Win, Hardboard, 20 lbx. 4ft.3in.x4ft.JPG |
| “Sending the Sent” | Vinyl | 4 ft x 59 in  3 lbs | 1 |  |
| “To Reach God’s World” | Vinyl | 29.5 x 142 in  5 lbs | 1 | missions signs 042.jpg |
| “To Whom Much is Given, Much is Required” | Vinyl | 3 ft x 12 ft  3 lbs | 1 | missions signs 010.jpg |
| “To Whom Much is Given, Much is Required” [double-sided] | Vinyl | 3o in x 8 ft  3 lbs | 4 | IMG_3865.JPGmissions signs 011.jpg |

Flags

Each flag listed unless otherwise stated is 3ft x 5 ft. Our flags, flag poles, flag stands, props/decorations, globes, signs, and miscellaneous items are available to you free of charge. These have been used in our conferences in the past and are available to you at NO CHARGE any time that we are not using them. You will need to give a refundable deposit and provide transport/shipping both to and from your church. Your deposit amount will be determined based upon items desired. The deposit will be returned upon return of items in same condition as when borrowed. To request any of these items, please contact Mary Kay in our office (434-237-6505)

|  |  |  |
| --- | --- | --- |
|  | Algeria | |
|  | Argentina | |
|  | Austria | |
|  | Azerbaijan | |
|  | Bahrain | |
|  | Bangladesh | |
|  | Belgium | |
|  | Benin | |
|  | Bosnia-Herzegovina | |
|  | Bulgaria | |
|  | Burkina Faso | |
|  | Cambodia | |
|  | Cameroon | |
|  | Canada | |
|  | Canada (3 x 6) | |
|  | Chad | |
|  | Colombia | |
|  | | Congo | | |
|  | | Cuba | | |
|  | | Cyprus | | |
|  | | Djibouti | | |
|  | | Dominican Republic | | |
|  | | Egypt | | |
|  | | Fiji | | |
|  | | Gambia | | |
|  | | Germany (2 x 3) | | |
|  | | Ghana | | |
|  | | Guinea | | |
|  | | Hungary | | |
|  | | Iran | | |
|  | | Italy | | |
|  | | Jamaica | | |
|  | | Japan (2 x 3) | | |
|  | | Kuwait | | |
|  | Laos | | |
|  | Latvia | | |
|  | Lebanon | | |
|  | Libya | | |
|  | Lithuania | | |
|  | Madagascar | | |
|  | Malaysia | | |
|  | Mali | | |
|  | Malta | | |
|  | Mauritania | | |
|  | Mexico (2 x 3) | | |
|  | Monaco | | |
|  | Mozambique | | |
|  | Myanmar | | |
|  | Nepal | | |
|  | Netherlands | | |
|  | New Zealand | | |
|  | Niger | | |
|  | Nigeria | | |
|  | North Korea | | |
|  | | Oman | | |
|  | | Pakistan | | |
|  | | Poland | | |
|  | | Portugal | | |
|  | | Puerto Rico | | |
|  | | Qatar | | |
|  | | Russia | | |
|  | | Saudia Arabia | | |
|  | | Senegal | | |
|  | | Singapore | | |
|  | | Somalia | | |
|  | | South Africa | | |
|  | | South Korea (2 x 3) | | |
|  | | Spain | | |
|  | | Sri Lanka | | |
|  | | Sudan | | |
|  | | Syria | | |
|  | Tajikistan | | |
|  | Tanzania | | |
|  | Togo | | |
|  | Tunisia | | |
|  | Turkey | | |
|  | Turkmenistan | | |
| Uganda.GIF | Uganda | | |
| Ukraine.GIF | Ukraine | | |
| United Arab Emirates.GIF | United Arab Emirate | | |
| US Hawaii.gif | USA - Hawaii (2 x 3) | | |
| US New Mexico.gif | USA - New Mexico | | |
| US Utah.gif | USA – Utah (2 x 3) | | |
| US Virginia.png | USA - Virginia | | |
| Uzbekistan.GIF | Uzbekistan | | |
| Venezuela.GIF | Venezuela | | |
| Vietnam.GIF | Vietnam | | |
| Yemen.GIF | Yemen | | |

Miscellaneous Items

|  |  |  |
| --- | --- | --- |
| Item | Size | Quantity |
| Globe, Inflatable | 16 in | 3 |
| Globe, Inflatable | 48 in | 1 |
| Hot Air Balloon | 22 in | 16 |
| Hot Air Balloon Basket, Wicker | 7 in | 19 |
| Hot Air Balloon Net | 40 in | 17 |
| Lighthouses | 8 in tall | 72 |
| Hats for Luna Game | One size fits all | 131 |
| Propellers for Luna Game | - | 126 |
| Wooden Flag Poles | 6 ft | 110 |
| Wooden Flag Stands (Hold 5 Flags each) | 5 ft long | 20 |

Educational & Promotional Research

*Heritage Baptist Church does not necessarily endorse everything with each of the following organizations, but a discerning church could certainly profit from these resources. Many of these are items that we have used in the past, but may be a bit dated now.*

International Programs

**30 Days Muslim Prayer Focus**

World Christian News, PO Box 26479, Colorado Springs, CO 80936, (719) 442-6409, http://www.30-days.net/

**30 Days Hindu Prayer Focus**

World Christian News, PO Box 26479 Colorado Springs, CO 80936 (719) 442-6409, http://www.30daysprayer.com/hindu/

**International Day of Prayer for the Persecuted Church**

Prayer for the Persecuted Church, 2025 Arlington Heights Road, Suite 113 Arlington Heights, IL 60005, (888) 538-7772 / www.persecutedchurch.org

Special Items

**Carrot-Top Industries (Flags)**

328 Elizabeth Brady Road, P.O. Box 820, Hillsborough, NC 27278, (800) 628-3524, http://www.carrot-top.com/International-Flags-3x5.aspx

**Michelin Travel Publications (Maps)**

PO Box 19008, Greenville, SC 29602, (800) 423-0485, http://www.michelintravel.com/

**Bibles in other languages**

Multi-Language Media Inc., P.O. Box 301, Ephrata, PA 17522 (717) 738-0582 www.multilanguage.com

Logos Bible Software (Bibles available for Series X libraries) (800) 875-6467, www.logos.com

**Caleb Project (Unreached People Groups)**

10 West Dry Creek Circle, Littleton, CO 80120, (303) 730-4170 www.calebproject.org

**Global Prayer Digest (Monthly)**

Frontier Fellowship Office-USCWM, 1605 Elizabeth Street, Pasadena, CA 91104,

www.global-prayer-digest.org

**International Bulletin of Missionary Research (Monthly newsletter)**

Overseas Ministries Study Center P.O. Box 3000, Denville, NJ 07834, (203) 624-6672 www.gospelcom.net

**Judgement House (outreach)**

10 Meadow Lark Lane, Clearwater, FL 33759, (727) 797-8180, www.judgementhouse.org

Books

Missions Reference

**Biblical Foundations & Contemporary Strategies Missions**

By Gailyn Van Rheenen, Zondervan Publishing House, 1996

**Biographical Dictionary of Christian Missions**

Edited by Gerald H. Anderson, Simon & Schuster Macmillan, 1998

**Missions Handbook**

A guide to USA/Canada Christian Ministries Overseas with statistical data and background essays.

Edited by John a. Siewert and John A. Kenyon, MARC

A division of World Vision International, 1993-1995

**Missions Mobilizers, Mission America Handbook**

Key resources, networks, ministries and articles for maximizing your church/fellowship’s impact on the nations of the 10/40 window and beyond. U.S. Center for World Mission, 1996

**The Oxford Dictionary of World Religions**

Edited by John Bowker, Oxford University Press, 1997

**Perspectives on the World Christian Movement**

Edited by Ralph D. Winter and Steven C. Hawthorne

William Carey Library, 1999, Third Edition

Missions General

**The Church is Bigger Than You Think, The Unfinished Work of World Evangelization**

By Patrick Johnstone, Christian Focus Publications/WEC, 1998

**Church Missions Policy Handbook, Third Edition**

ACMC, 1995

**Equipping for Missions, A Guide to Making Career Decisions**

By Daniel W. Bacon, OFM International, 1992

**Establishing Credibility in the World Mission Ministry of an Independent Baptist Church**

By Robert L. Alderman, 1987, Shenandoah Baptist Church, Roanoke, Virginia,

**Global Access Planner**, Steps for Developing a Strategic Global Evangelism Plan for the Local Church

By Bruce K. Camp, ACMC, 1996

**Global Missiology for the 21st Century**

By William D. Taylor, Baker Academic, 2000

**The Great Omission, A Biblical Basis for World Evangelism**

By Robertson McQuilkin, Baker Book House, 1984

**Let the Nations be Glad!, The Supremacy of God in Missions,** 2nd edition

By John Piper, Baker Books, 2003

**A Mind for Missions, 10 Ways to Build Your World Vision**

By Paul Borthwick, Navipress, 1987

**Missions Conference Planner**

ACMC, 1989

**Missions Education Handbook, Second edition**

ACMC, 1990

**Missions in the 21st Century, Getting Your Church into the Game**

By Tom Telford, Harold Shaw Publishers, 1998

**Missions Made Exciting for Adults**

By Elizabeth Whitney Crisci, Accent Publications, 1996

**The New Context of World Mission (Maps, Charts, Statistics)**

By Bryant L. Myers, MARC, 1996

**Operation World, The Day-to-Day Guide To Praying for the World**

By Patrick Johnstone, Zondervan Publishing House, 2001

**A People for His Name, A Church-Based Missions Strategy**

By Paul A. Beals, William Carey Library, 1998

**Praying Through the 100 Gateway Cities of the 10/40 Window**

Edited by C. Peter Wagner, Stephen Peters & Mark Wilson, (YWAM) Youth With a Mission Publishing, 1995 www.win1040.com/

**Praying through the Window III, The Unreached Peoples**

Edited by Patrick Johnstone, John Hanna, & Marti Smith, (YWAM) Youth With a Mission Publishing, 1996 www.win1040.com

**Salvation to the End of the Earth**

By Andreas J. Kostenberger and Peter T. O’Brien, Intervarsity Press, 2001

**Six Dangerous Questions to transform your view of the world**

By Paul Borthwick, Inter Varsity Press, 1996

**Strongholds of the 10/40 Window, Intercessor’s Guide to the World’s Least Evangelized Nations**

Edited by George Otis, Jr. YWAM Publishing, 1995

**A Sunday for the World! A Complete Missions Awareness Program**

(Lessons for children through adults), By Bill Stearns, World Christian, Inc., 1996

**Their Blood Cries Out, The Worldwide Tragedy of Modern Christians Who Are Dying for Their Faith**

By Paul Marshall, Word Publishing, 1997

Missions – Children

**ABWE Publishing**

P.O. Box 8585 Harrisburg, PA 17105 (717) 774-7000 www.abwe.org

In Canada: 160 Adelaide Street S., London, ON, Canada N5Z3L1 519-690-1009

**Acorn Publications**

Excellent missions curriculum. P.O. Box 6017, Wyomissing, PA 19610 (800)-582-2266

**Bible Visuals**

Good missions stories for children. P.O. Box 153, Akron, PA 17501 (717) 859-1131

**Celebrations!**

Children Just Like Me - Festivals, carnivals, and feast days from around the world, By Barnabas and Anabel Kindersley, DK Publishing, Inc., 1997

**Child Evangelism Fellowship**

Good missions stories and curriculum. 2300 E. Highway M, Warrenton, MO 63383 (800) 749-7710

**From Arapesh to Zuni, A Book of Bibleless Peoples**

By Karen Lewis , Wycliff Bible Translators, 1986

**Fun Around the World, Games, crafts, food, and Dress Ideas You Can Use!**

By Mary Branson, New Hope, 1992

**Kids for the World - A Guidebook for Children’s Mission Resources**

By Gerry Dueck, William Carey Library, 1995

**Missions Made Fun for Kids - Creative ideas to Involve Children in Missions**

By Elizabeth Whitney Crisci, Accent Publications, 1993

**The People Atlas**

By Philip Steele, Iiex Publisher Limited, 1991

**Reach Around the World**, **52 Global Awareness Activities for Christian Youth**

By Bob and Sandy Friesen, Victor Books/Sun Power Publications, 1984

**Which Way to God? What Other Religions Believe** - Jr. High / Middle School

By Darrell Pearson, Jan Johnson, Cook Communication Resources, 1993

**You Can Change the Word**

The Children’s Version of Operation World, Learning to Pray for People Around the World, By Jill Johnstone, Zondervan Publishing House

**You Can Change the World, Volume 2 –**

The Children’s Version of Operation World, Learning to Pray for People Around the World, By Daphne Spraggett with Jill Johnstone, Zondervan Publishing House

**You Can Change the World, Activity Book 1**

By Jill Johnstone, Three’s Company/Angus Hudson Ltd., 1992

**You Can Change the World, Activity Book 2**

By Jill Johnstone, Three’s Company/Angus Hudson Ltd., 1992

Internet Resources – Missions

*(Mission agencies with helpful resources for missions education)*

ABWE (Association of Baptists for World Evangelism)

www.abwe.org

AWANA (Children's Clubs Ministry)

www.awana.org

BBF (Baptist Bible Fellowship)

www.bbfi.org

BIMI (Baptist International Missions, Inc.)

www.bimi.org

BMM (Baptist Mid-Missions)

www.bmm.org

Missions to Military

www.mtmi.org

New Tribes Mission

www.ntm.org

NICS (Network of International Schools)

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

Pioneers International

www.pioneers.org

SIM (Sudanese Inland Mission)

www.sim.org

TEAM

www.teamworld.org

UFM

www.ufm.org

WOL (Word of Life)

www.gospelcom.net/wol/

WorldHelp

[www.worldhelp.net](http://www.worldhelp.net)

WorldVenture

www.worldventure.com

Wycliffe Bible Translators

www.wycliffe.org

YWAM (Youth with a Mission)

www.ywam.org

Internet Resources – Unreached Peoples & Missions Research

Global Mapping International

www.gmi.org

Joshua Project

www.joshuaproject.net

Mission Frontiers

www.missionfrontiers.com

Mission Research Info

www.MissionResearch.Info

People Groups

www.peoplegroups.org

U.S. Center for World Mission

www.uscwm.org

William Carey Library

www.williamcareylibrary.com

Window International Network

www.win1040.com

World Christian Database

www.worldchristiandatabase.com

Internet Resources- Ministries & Other

Back to the Bible (Radio Ministry)

www.backtothebible.org

Barna Research On-line

www.barna.org

Billy Grahame Evangelistic Association

www.billygrahame.org

Church Surf

www.churchsurf.com

Focus on the Family

www.family.org

Heritage Baptist Church

www.hbclynchburg.com

Judgement House

www.judgementhouse.org

Navigators

www.gospelcom.net/navs

Outreach Marketing (Ministry brochure slicks)

www.outreachmarketing.com

Precept Ministries

www.precept.org

Gmail (free email) www.gmail.com

Operated by google, provides great flexibility for missionaries in restricted access countries that should not distribute their encrypted address stateside. This address can be distributed and set to automatically forward to encrypted address from those previously approved. Your return emails can also be protected with a mail handler stateside.

Currency exchange rates:

http://www.xe.com/ucc/

Classic Missions Videos

**The 10/40 Window For Adults, 6 min.**

By Joey and Fawn Parish, (805) 650-3511

**The 10/40 Window For Children, 6 min.**

By Joey and Fawn Parish, (805) 650-3511

**Breaking the Silence, Christian Persecution Around the World**, 28 min.

(888) 538-7772 / Web: www.persecutedchurch.org

**Jesus Film/Video Partnership (buy 100, get 25 free)**

A Full Length 2-hour Unedited Masterpiece - Currently available in 325 languages, 120 min. Church of the Nazarene, www.jesusfilm.org

**Jesus Film Evangelism Tool Package**

www.airborneministries.org

****

**“Beyond the Next Mountain”**

*In this true-life missionary thriller, a single copy of the Gospel of John finds its way to one of the most violent tribes in India, transforming its leaders from headhunters into heart-hunters totally committed to God.*

**“Ee-Taow”**

*For centuries, the Mouk people had a hard way of life. Their ways were dark and difficult to understand. No one knew how the Mouk tribe would respond to the Gospel, until some missionaries took it upon themselves to share the Good News with them.*

**\*Disclaimer: contains some nudity, HBC received permission to make an edited copy without nudity before we used it.**



**“Ee-Taow: The Next Chapter”**

*The story continues, proving the Mouk to be a people who take their faith seriously, as the Mouk begin to spread the Gospel throughout the region.*

**\*Disclaimer: contains some nudity, HBC received permission to make an edited copy without nudity before we used it.**



**“First Fruits”**

*Under the dynamic leadership of Count Nikolaus von Zinzendorf, the Moravians sent out more missionaries in 20 years than all the other Protestant groups had in 200 years. You will especially marvel over the first fruits of their ministry and their impact on the course of Christian history.*

**“Open My Eyes, Dear Lord”**

*"The life and death of the Collins family in Nepal, as told on this missionary video, will probably accomplish more for the cause of Christ than a long life of missionary activity in that isolated part of the world could have ever done. Thay died to self long before they died to earthly life. This story of both deaths leaves an impression of Christian dedication on the heart that can never be erased."- Bob Jones III According to www. Worldchristianvideos.com, this is available for purchase from BIMI, $15.*



**“The Harvest:**

**A Modern Day Parable”**

*The Harvest is a dramatic and inspiring depiction of one farming family’s tragic loss and the triumphant response of their community. Inspired by a true story and rich with spiritual truth, it will touch your heart, its parable will encourage your soul. 17 min.*

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