



Short Term Team Policy Manual

Please take the time to read this information carefully.

It contains information that is vital to your visit to Mozambique. Once you have read the policy manual and agreed to its terms, please sign here and submit with your application form:

Signature _____ Date _____

Introduction

Welcome to our world! We are excited about your visit and we are confident that not only will you enjoy your time with our people and us, but also God has a specific reason for this time in your life. Often, life is so full with learning and earning that it is easy to lose sight of what life is really all about and how incredibly blessed we really are. And that above all else, life has to be about “returning”; returning personally to our Creator to reconnect with Him as our source of life and for life, and returning some of the amazing richness our Creator has entrusted to us...both in the way of financial resource, but much more in the sharing of our education, talents, gifts and abilities.

You may not realize it, but your time here is an investment in the people of Mozambique and you will contribute in ways you are not even aware. And when you finally do get back home to learn and earn some more, remember you are invited to join the ranks of others like you who represent this place, these people, and the work of empowering them, to be what God created them to be.

When you arrive here, you may not realize it but you will have landed on another planet! Some things will look familiar (we drive cars, live in houses, eat food, etc.) and you may be misled to think that everything here is the same as back home. Don't believe it! This is really a different world with a different language, a different way of seeing the world, a different way of interpreting reality, as well as a different political reality where our norms can be interpreted as rude or even downright hostile. For these and many other reasons that you will have to trust us on, we have put together these policies. We ask you to read through and please abide by them during your stay with us. If something seems hard to understand or even sounds strange, feel free to ask us about it. But please know; our entire team has carefully prepared these policies after much painful experience.

One thing that may surprise you when you get here is that you will find that we do not do everything “right”. There are many shortcomings we have for many reasons. If you come across any of these, please feel free to share some practical suggestions as to how you think things can be improved and let us know. We value productive input.

Thank you for your willingness to serve with us.

Schedule and Participation

As a partner in the work we are doing, we want you to gain a full appreciation for all that goes on and want you to be able to participate fully. In order to achieve this we ask that you...

- Attend our morning devotions which start at 7:00 AM. Please do your best to be there as this is also when we finalize the day's schedule and coordinate our work.
- Prepare to share during the devotional time. If you are only here for a week, we will try to fit you in on at least one of the mornings. If you are here longer, you will be asked to share a number of times. (You will be given enough advance warning to prepare). Although our focus is primarily on a Bible passage or truth, you may choose to share something about your personal relationship with God, or simply a part of your life experience or a truth that you have found to be important in your personal life journey.
- We would appreciate you to be prompt and diligent in your work schedule to ensure that our staff and others you are working with learn the value and see the example of a strong work ethic. Not only so, but this practically emphasizes that Loving God and Loving People means living that out through plain and simple hard work (service).
- Although we will do our best to put you to work in your area of passion and interest, you will be given the privilege to serve to meet needs in ways which at times may seem rather menial or just plain laborious (slave labor ☺).
- Please help to keep the camp kitchen and bathrooms clean and in good order. If you encounter any problems or breakages, please inform the missionary responsible as soon as possible.
- Please make sure camp kitchen supplies remain in the kitchen or are returned to the kitchen and please help care for camp linen by keeping it in the tents.

Transportation

Note: all travel costs from the airport to the mission and back are **at the visitor or short-termers' expense. Please let us know if you will be requiring transport and you will be notified of the current rate (currently the rate is \$45 for pickup and the same for return to Chimoio airport, and \$360 for Beira pick up and the same for return – this cost can be shared if you come with other team members).**

Vehicle: For ministry transport which the mission requests you to do and for which it has a budget, mission transport will be provided. Any individual ministry projects you may wish to take on (once approved by the mission) you will have to provide your own transport or pay for the use of mission transport (if vehicle is available at that time). Note: the mission van if driven requires a heavy-duty license (Class 1, CDL).

Other forms of transport are:

Chapa: These are local taxi vans. Their schedules are unpredictable as is the skill of their drivers, especially if they have been drinking--ride at your own risk.

Cost: \$10 to town and back.

Bicycle: Should you choose this type of transport, you would need to purchase your own and sell it when you leave.

Vehicle rental: Rental is available at the Chimoio airport now and should you require this, please let us know and we can confirm costs.

Rides with Missionaries or other mission transport: You may be able to catch a ride to town and back with one of the many trips made by our mission staff and/or our truck if there is room. This takes patience and careful coordination with the team, so be prepared to plan in advance and

wait it out if necessary. Also please feel free to assist whoever gives you a ride with fuel costs (if it is the mission Mozambique staff, you can give a contribution to the office toward fuel at your discretion).

Internet

To access the internet, you must have your own laptop.

Unfortunately due to the critical work demands, the mission satellite internet system is not available for short-term visitor use. This is a recent development (November 2011), so if you have visited before please note the change.

Internet usage is available via a modem that uses the local cell phone provider system. The mission has a modem you can rent for a nominal cost and you will have to purchase the amount of bandwidth you will need (a deposit will be required at the office to use the modem which you will receive back upon return of the modem). Please come knowing that you will likely not have the access to the internet you have at home which can in and of itself be a difficult adjustment.

Other Costs

Please note that the mission does charge a nightly fee for the camp-site usage which is \$8.50 per person per night if using one of the mission tents, and \$3.50 per person per night if bringing your own tent.

Visas & Passport

In terms of visas, you should plan on less than a 30 day stay (ie 28 or 29) as visas are issued on this basis. If your stay in Mozambique extends longer than 29 days, your visa will be submitted for an extension and it will cost you an additional month visa extension (presently around \$85 for North American and Europeans).

If you are coming for longer than two months, please bring a police clearance and ensure that you have at least 10 pages left in your passport. Your passport must also be valid for at least 6 months beyond your return date.

Personal Habits and Behavior

Although we as a mission and as individuals emphasize the freedom we have in Christ, it is our desire to ensure that our behavior reflects the mission we are working to achieve. As a result we request that you...

- Avoid making the development of a relationship with the opposite sex the purpose of your time here. This especially relates to responding in any way to proposals by our local staff and/or the local people. Our desire is that you focus on the purpose for your time here and although looking for a husband or wife is a good thing, this may not be the best place or time for you to do this.
- Please refrain from foul language and/or teaching the local people inappropriate English phrases or words. This includes media that portrays indecent or suggestive behavior.
- Please refrain from alcohol and tobacco usage while at the mission.
- Although our local people are aware that our culture is different and clothing norms are unusual, please dress appropriately (ie. For ladies: capri's and skirts below the knees, mid-riff's covered, and preferably use a wrap over pants for church services. For men: shorts are fine, but

preferably wear long pants or at least shorts at the knee for church). Please be aware that none of these are Biblically mandated but rather are done out of respect for our local people and the cultural norms.

Giving gifts

The desire of almost everyone who visits is to respond to at least a few of the great number of needs they encounter while visiting. This is quite normal and we encourage you to respond to this need in the following way:

- Do not under any conditions make commitments to support or give anyone anything. Please consult with the missionary responsible and after consultation, should you desire to meet a need, please channel this through the mission (the mission has identified key needs and ways in which you can contribute should you desire).
- If asked for anything or if you feel the desire to meet a need, do not under any condition promise or even suggest that you may be willing to meet the need. The reason being that *any suggestion that you may be able to help is considered a promise* and becomes a problem for the mission after your departure.
- If you have brought items to donate or assist in a ministry, please declare these as soon as possible upon arrival and entrust these to the mission for use at the discretion of the mission. (A form will be provided for you at the office to identify your donation). If some of these supplies or goods are to be used during your time here, the mission will ensure these are available.
- Should you be involved in a specific home or with a specific person for a period of time during your time here and you would like to express your appreciation for their time and assistance, it is very appropriate to give the family or the person a gift, but please just declare this ahead of time so the mission is aware of your intentions. If you are planning this before coming please consult with us about the most appropriate gifts and we will be happy to give you input.
- We do ask that should you plan an outing with any of the staff that you do so on their private time, and not during work hours so as not to interfere with work that needs to be done.

Other Protocols

We, like you, desire to ensure that we truly empower and equip our people to deal with the challenges of life. The reality is that although many of the people we serve are extremely poor, they need and deserve a high degree of respect above and beyond anything else. As a result please:

- Use the same discretion as you would in the developed world as relates to:
 - Interacting and physical contact with the children here.
 - Confidentiality regarding people's health information. This is especially true if you are entrusted with the status of an HIV positive person.
- Due to the way people here live, their yard is really their house, since this is where they live. Please clap and request entry into the area of their huts and/or kitchen (wherever the fire is) respecting that this is their personal living area. Also if you are welcomed, please practice simple respect regarding their living areas.
- If you would like to take photos, please ask for their permission first. In most instances, they're more than happy to have visitors take a few photos. If you have instant display and can show them a few of the photos/video clips, you'll be an instant hit. **We kindly request that you not promise to print and give, or send back after you leave, photos of people you've taken pictures of.** Our office supplies are hard to come by and it is impossible to fulfill all the requests for printed photos. If you are asked for a photo, an explanation that your pictures are digital and that they are only for viewing on machines (computers) is sufficient explanation.

- Although this may never be asked of you, do not give out your address or personal online details.

What You Need to Bring:

*Batteries for your cameras, etc

*Cord and adapter (South African style to whatever you use) for your camera or other electronic devices (we use 220 volt electricity)

*Clothing:

- Women: Below-the-knee trousers, capris or skirts
- June-August is winter weather, so bring warm clothes and pj's for nighttime but summer clothes for daytime. Daytime highs are in the 20's. Nighttime lows are 5-15 Celsius.
- September-April is warm season, so bring lighter items. Daytime highs are generally mid to high 30's. Nighttime lows are in the 20's.
- April, May and September are the months where seasons change, so if you come during those times bring clothing that is appropriate for both seasons.
- It is always advisable to bring at least 1 sweater plus 1 pair of long, light-weight pants for possible hikes through the bush.
- November-March marks our rainy season so you may want to pack a small umbrella. The remaining months do see rain, but it is sporadic.

*Sunscreen and hats

*Bathing Suit – There are a few places with pools you may want to try out.

*Alarm Clock

*Towel, facecloth

*Linen is not required but appreciated if you have space and have any you'd like to leave as a donation to the campsite.

*Bug repellent with DEET (natural products and citronella are inadequate protection). Long socks and shoes can be helpful—though often not needed—to help reduce insect bites.

*Flashlight

*Your Bible

*Medicine-see section below

Health Information

**PLEASE bring enough of any prescription and other medications you use. They likely will not be available here. If you have allergies, please bring self-treatment supplies (anti-histamines, epi-pen). Please ensure you carry any critical prescription medications in your carry-on luggage since checked luggage can go missing!

You are advised to please bring your own personal supply of the following medicines, since they are often required by visitors but may be unavailable locally.

1. Tylenol (paracetamol/acetaminophen)
2. Imodium (or other anti-diarrheal)
3. Gravol or other anti-nausea medication
4. Anti-inflammatories
5. A tube of antihistamine cream (ie. Benadryl) for insect bites

MALARIA

Please note that malaria is endemic in Mozambique—meaning it is “high season” all year. Prophylaxis (medicine taken for prevention) is not optional. You must start malaria prophylaxis (Malarone, Mefloquine or Doxycycline) prior to coming and continue it for 1 month (in the case of Malarone, 7 days after you leave--follow your Dr.’s instructions). Except for very unique circumstances, visitors are required to comply with the decision to take anti-malaria treatment while here should the mission nurse (or in her absence, other mission staff) feel it is necessary.

We also strongly recommend that you purchase malaria treatment (Coartem) while here as standby, and treat any flu-like symptoms (any combination of headache, body aches, chills, diarrhea/vomiting) with it as soon as possible—even without blood test--whether you are here or back in your home country. Remember to take this home with you in your carry-on or handbag in case you need it en route.

If you have symptoms as described above once you return home, and you require medical care, please remember to state that you were recently in Africa and request to be tested for malaria. Sometimes initial tests are negative and repeat tests (after 24 hours) are necessary if symptoms continue.

IMMUNIZATIONS

Ensure that your regular immunizations are up to date. It is advisable, though not required, to be immunized for Hepatitis A and Typhoid. We do not have Yellow Fever, however it is required (and may be checked for by Immigration officials) if you come via South America or another Yellow Fever area. Check with your travel/public health clinic for further recommendations.

In terms of insurance, find out what your travel agent recommends. Extra medical coverage is advisable in order to cover possible costs. Emergency services are poor where we are and a flight to South Africa plus hospital fees can be very costly.

OTHER HEALTH CONSIDERATIONS: Please note that although the following items are extremely rare occurrences, they do bear mentioning.

Ticks: If you do bushwalking while here, especially in the hot rainy months, we advise using an insect repellent beforehand and make sure you check yourself for ticks afterwards.

Mango flies: It is good practice once your laundry is dry and off the wash line to avoid wearing it for 24 hours to allow any “mango fly” larvae to die. They are not dangerous but will burrow under the skin and can be very uncomfortable. This also applies more to the hot rainy months.

Intestinal parasites: Generally speaking, if you follow travel health guidelines related to hygiene and eating, your risk of picking up parasites is small. Worm medicine is available for purchase at the pharmacies here, however, and if you’d like you can pick some up and dose yourself at the close of your time, you can.

Short-term trips, pregnancy, and infants:

Due to the high malaria risk, the vulnerability of pregnant women to malaria, and the lack of adequate health services, we ask that pregnant women and moms with babies less than 3 months of age (at very least) postpone their plans to visit the Mozambican bush until the child is, preferably, 6 months old or older.

Because we serve in an underdeveloped country and in unpredictable conditions we cannot guarantee your safety, health, or comfort. You can join with us though on our journey of trusting God for provision and protection. Although we will give as much time as possible to helping you settle in, adjust and get involved in mission activities, ongoing projects and commitments tend to keep us quite busy. Please plan on being as self-reliant as possible. This visit to Mozambique will challenge and stretch you and provide opportunities for God to do amazing things in your life!