



**STUDENT LIFE**  
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# WORK AND BEHIND THE SCENES PROJECT TYPE PACKET

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Complete these five items to be prepared for your mission project:

- ☐ Review the Things To Know section below.
  - ☐ Host a mission training meeting with your students.
  - ☐ Review the Project Overview page(s) that are emailed to you a month before camp.
  - ☐ Communicate with the Site Contact(s)
  - ☐ Finish final preparations and training with your students using the information in this document and your Project Overview.
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## ONE: THINGS TO KNOW

### MAKING PROJECT ASSIGNMENTS

We start group placement with prayer and the project type(s) you selected. We also consider group size, transportation and the ages of students. Ultimately, a community's need decides where churches serve.

### CHANGING AN ASSIGNMENT

Changing or canceling is extremely difficult because it will directly affect the community partners, as well as other churches that will have to be switched around to cover that loss. Student Life cares deeply about our personal relationships with the organizations we serve. Many depend on Student Life for help with projects they cannot accomplish on their own, which is why we do everything possible to honor our promises.

### TRANSPORTATION

Transportation to and from sites is the responsibility of the church group. If you are at multiple sites with only one vehicle, Student Life will provide drop-off directions at Check-In.

### LEADERSHIP AT SITES



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Student Life will check on you at sites, but will not be with you all week on site as you serve. Your adult leaders are responsible for your group and will guide students following the Site Contact's instructions.

## EVERY GROUP NEEDS TO BRING

- **Cooler(s) and Water Bottles** – You can bring at least one round water cooler per site for ice water to refill personal water bottles. Please label all coolers with your church name, city and state.
- **Closed-Toe Shoes** – Every person is required to wear closed-toe shoes while on site. Tennis shoes are preferable (not canvas).
- **Snacks** – These provide a helpful boost while burning extra calories working hard in the summer heat!
- **Supplies** – Your Project Overview sheet lists the supplies provided as well as smaller items you should bring. Feel free to bring any additional supplies you think would help, labeled with your church name so they don't get mixed up.
  - **Yard work, construction or trail clearing** – everyone should bring their own **work gloves**.
  - **Cleaning** – everyone should bring a pair of **rubber gloves**.

## TWO: MISSION TRAINING MEETING

### VISION CAST

Explain the type of work they can expect to do and how that supports the local community. Include these tips on how to have a great week:

- **Be Prayerful** – The best way to prepare for your mission project is through prayer. Remember, your ministry at the site consists not only of the work you do, but also your interactions with your contact.
- **Be Servant-minded** – Come prepared to do everything they ask with excellence.
- **Be Flexible** – Student Life does everything possible to prevent changes. However, plans do sometimes change. If anything regarding your mission project changes drastically, you will be notified immediately.

### SHARING THE GOSPEL

We want to be prepared to give an account to anyone about our faith and why we are serving. Spend time having students think about their personal testimonies and answers to the following questions and statements:

- Your life before Christ...
- How you met Christ and how He changed your life...



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- How Christ impacts your life today...
- Why are you giving up your summer break to do this?

Some helpful resources to consider using are included below:

- <http://www.lifeway.com/studentministry/2015/01/27/helping-students-connect-with-evangelism/>
- <https://www.namb.net/evangelism/>
- [https://www.navigators.org/topic/evangelism/?post\\_type=resource&APCode=E294&gclid=EAlaIQobChMlLuavdyb1wIVBgeGCh1Qcga-EAAYAAEgJYCPD\\_BwE](https://www.navigators.org/topic/evangelism/?post_type=resource&APCode=E294&gclid=EAlaIQobChMlLuavdyb1wIVBgeGCh1Qcga-EAAYAAEgJYCPD_BwE)

### THREE: REVIEW PROJECT OVERVIEW SHEETS

Around 21 days before camp you will receive a Project Overview Sheet for each project you are assigned. Please review to learn things like what to wear, the project address, supplies that will be provided, and other expectations to share with your group. We include all the information we know in advance to help your group prepare for the week of camp!

Project Assignment Overview	
Norris Ferry Community Church, Shreveport, LA	
<b>Project:</b> The Gardens Independent & Assisted Living	
<b>Date:</b> Tuesday-Thursday, June 4 - 6, 2019	<b>Number of People for Project:</b> 18
<b>Times:</b> 12:30 - 3:30	<b>Kids Club Curriculum:</b> N/A
<b>Organization Description:</b> The Gardens is a faith-based senior living community in the Springfield area. The residents here enjoy wonderful meals and lots of activities to keep them young at heart!	
<b>Project Details:</b> You will be visiting with the residents at the Assisted and Independent Living facilities here. There will be some fun activities together (possibly a picnic at the end of the week), but the schedule of daily activities is still coming together.	
They can't wait to plug you all in to visit with the residents! Please call Nicole to touch base about more details ahead of time.	
<b>Project Location Address:</b> 2730 S. Nettleton, Springfield, MO, 65807	
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<b>Contact Information</b>	
<b>Contact:</b> Nicole Fite	<b>Preferred Contact Method:</b> Phone <input type="checkbox"/> Email <input checked="" type="checkbox"/>
<b>Phone Number:</b> 417-881-1330	<b>Organization Website:</b> www.bethesdaSeniorLiving.com
<b>Email:</b> nfite@ba.org	
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<b>Supplies Provided By</b>	
<b>Student Life or The Gardens Independent &amp; Assisted Living</b>	<b>Norris Ferry Community Church</b>
<input type="checkbox"/> Kids Rec Supplies	<input type="checkbox"/> Craft Supplies (optional)
<input type="checkbox"/> Craft Supplies	<input type="checkbox"/> Pop Up Tent (optional)
<input type="checkbox"/> Painting Supplies	<input type="checkbox"/> Work Gloves
<input type="checkbox"/> Yard Work Supplies	<input type="checkbox"/> Sunscreen and Bug Spray
<input type="checkbox"/> Cleaning Supplies	<input checked="" type="checkbox"/> Closed Toe Shoes
<input type="checkbox"/> Board Games	<input type="checkbox"/> Bibles to Donate at Site (optional)
<input type="checkbox"/> All Supplies Provided by Site	<input type="checkbox"/> Site Waivers
<input type="checkbox"/> Paint Provided by Site	
<input checked="" type="checkbox"/> None Needed	



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## **FOUR: CONTACTING YOUR SITE CONTACT**

Please directly contact (email or phone call) the people you will be serving by using the Contact information included on your Project Overview(s).

### **BEFORE YOU BEGIN**

Familiarize yourself with the organization or area by reading the brief Site Description on your Project Overview. Also visit their website, if provided, so you know what they do year-round. Remember, not all Site Contacts or organizations with whom we partner are Christian.

### **EMAIL OR PHONE CALL TIPS**

1. Your contact may be working with multiple groups throughout the summer. Please introduce yourself as the Group Leader for the “Student Life volunteer group” that will be partnering with them on the specific dates and times listed on your Project Overview.
2. Exchange cell phone numbers.
3. Find out where to go and who to look for upon arrival.
4. Ask project specific questions.
  - a. What types of projects will we be doing? The details on your Project Overview might change in the last month, so prepare to be flexible with their needs.
  - b. What types of clothing do you recommend for the work?
  - c. Will there be any relational interaction with community members?
  - d. What type of supplies will be needed? Compare your notes to the Project Overview and email any supply changes to the Mission Project Specialist.
5. Confirm the location address.
6. Remind them of your estimated arrival time (12:30 p.m.).
  - a. If you are traveling in a bus dropping off multiple groups, please let the contact know of your potential “late arrival.”
7. If required, send Site Contact completed volunteer waiver forms before camp.

## **FIVE: FINAL PREPARATIONS**

### **PROBLEM SOLVING**

Our staff will always help you to come to a solution, but these are great to review in advance before camp.



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## **YOU GOT TO YOUR SITE, BUT NO ONE IS HERE.**

- Call the number on your Project Overview to make sure you are at the right location.
- No answer? Notify your Squad Leader for additional contact numbers.
- Have a prayer time while Student Life finds a solution.

## **YOU NEED ADDITIONAL SUPPLIES.**

- Think through if you could postpone that part of the project until the following day.
- If you need supplies immediately, contact your Squad Leader. Do not be shy about requesting additional materials since supply needs are a top priority. We want you to serve well!
- If supplies are needed for the next day, let your Squad Leader know. They will arrange a time to meet you to get what is needed.

## **YOU ARE RUNNING OUT OF WORK TOO SOON.**

- Let your Squad Leader know how soon you think all the assigned work will be completed.
- Talk with your Site Contact about additional service projects (and let your Squad Leader know if you need other supplies to accomplish these projects).
- Look around for possible ideas and suggest to the Site Contact ways you could help.

## **IT IS RAINING AND YOUR WORK IS OUTSIDE.**

- Take cover from passing showers and have a prayer time for the organization you are serving.
- If it looks like the rain won't pass, talk with your Site Contact about any inside work.
- Contact your Squad Leader for work where it's not raining or other ideas.

## **SOMEONE IN YOUR GROUP HAS GOTTEN INJURED.**

- Take care of the injury! Assess the situation quickly and take appropriate steps.
- Alert your Squad Leader immediately.

## **SAMPLE SCHEDULE**

***Some locations will have their own detailed schedule. This is a sample schedule you can follow if no specific instructions are provided.***

12:30	Arrive. Make an introduction and tour the facility or work area.
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12:45	Team huddle to go over the project tasks and pray for the work ahead. Divide the group up if necessary.
1:00	Start working on project tasks.
1:45	Water and snack break. This can be done in rotating shifts earlier if needed.
2:00	Continue working on project tasks.
2:30	Water and snack break. This can be done in rotating shifts earlier if needed.
3:00	Touch base with the Site Contact to give an update on progress and ask about tasks the following day.
3:15	Clean up the work area and prepare to head back to campus at 3:30.