

United Methodist Volunteers in Mission (UMVIM) acknowledges the many unique situations depending on the country (including different areas within the United States and its various cultures). Since there should be a mutual relationship between the volunteer team and the projects, guidelines have been established to help guide both the volunteer teams and the projects.

Guidelines for Teams: 1. Have a trained UMVIM team leader providing spiritual formation for the team; 2. Comply with their annual conference Safe Sanctuary/ Child Protection Policy; 3. Register and have health insurance that will cover where serving; 4. Serve with an UMVIM project;

The following Guidelines for UMVIM projects will be flexible as it relates to specific situations and cultures.

1. Submit a completed Project Description form to UMVIM, SEJ or Global Ministries Mission Volunteers approved by the judicatory head of the region/conference or a GBGM Missionary serving in the region/conference if outside the United States or the bishop of the conference or Conference UMVIM Coordinator for projects within annual conferences in the United States.
2. Work in collaboration with or be a part of a United Methodist Central Conference, Mission Initiative, or Partner Church if located outside the United States **OR** be an organization that has received funding from or worked collaboratively with Global Ministries, UMCOR, or United Methodist Women, Inc.
3. Determined by the leadership within the region/country in accordance with the priorities of the local bishop or president of the Church (for United Methodist or partner Churches) or executive director of the project (for ecumenical, non-governmental organizations (NGO) or non-faith-based partners) with judicatory or missionary approval.
4. Will work towards one or more of the four areas of focus: leadership development in the Church, developing new congregations, partnering with the poor to alleviate and end poverty, and/or addressing health-related issues).
5. Will have a system of financial accountability and be able to provide teams with documentation of all receipts and disbursements.
6. Trained Global Ministries' Individual Volunteers' projects should be signed by the judicatory head or Global Ministries' missionary in the region/conference they are serving.
7. Create Child Protection Policy or Values Statement that demonstrates standards for child safety and protection of human dignity such as those stated in the in Safe Sanctuaries Guidelines for Mission Projects <http://umvim.org/wp-content/uploads/2011/05/Safe-Sanctuaries1.pdf> and how these policies or values will be implemented based on the cultural context of the region/country in which the project is located.
8. May include an administrative fee of \$500 or \$40 per team member for project coordination which should be list on the Project Description form
9. Will be listed on the Project list by general categories (e.g. construction; medical; mission Bible school; disaster response, etc).

I have read and agree to comply with the above guidelines. Global Ministries Mission Volunteer office will act as a mediator in situations where these guidelines are not met. Non-compliance with these guidelines will immediately result in removal of the project from the United Methodist Volunteers in Mission Project lists.

Signature

Title

Date

Print Name

Indicate country and/or annual conference

Request for placement on the Project List must be approved and signed by the Judicatory Head of the church. A cover letter with that approval may accompany multiple Project Profiles.



Signature / Date

Title

Return to: UMVIM SEJ sejinfo@umvim.org or fax 205-453-9481

International Project Description

Country _____ Date completed _____

Contact Person

Name _____ Title _____

Email _____ Phone _____

Skype Address _____ other _____

Types of on-going Mission Opportunities (indicate all using a ✓)

Construction

Church Parsonage School Clinic/Hospital Children Home/Orphanage

Latrines Boreholes Houses Other _____ Other _____

A list of needed skills, tools, materials will be provided to team leader prior to arrival.

No Yes

Medical Setting

Hospital Clinic Operating Room Dental Office Pharmacy Laboratory

Vision Other _____ Other _____

Medical Personnel Needed

Physician Physician Assistant Nurse Dentist Dental Hygienist/Assistant

Physical Therapist Optometrist Midwife Pharmacist

Medical Specialist Needed

Surgeon Anesthesiologist OBGYN Tropical Diseases Pediatrician

Radiologist Other _____ Other _____

Copy of Medical License Required? No Yes, should be sent _____ months prior to arrival

Procedure for government clearance of Medical Personnel will be provided Yes No

Following may be brought with team: Medicines Medical supplies Medical equipment List of needed meds and supplies be provided for items brought

Procedure for government clearance will be provided Yes No

Education

- Teaching – Schools Indicate: Preschool Primary Secondary Other _____
- Teaching – Churches (indicate: children youth young adults adults seniors)
- Mission Bible School (indicate: children youth young adults adults seniors)
- Church Leadership Training for Laity Leadership Training for Pastors
- Computer Training Business Skills and Practices

Other Opportunities

- Agricultural Disaster Response Other _____

List Priority Projects to be projected to be completed within 2-3 years. Please list on separate sheet include the following:

-Name of Project

-Location

-General Advance Number

-Brief Description

Host Information

Name of major airport _____ Location _____

Maximum number of team members _____

Can accommodate youth teams? No Yes, with adult/youth ratio of _____

Host on-site orientation available? No Yes, upon arrival

Type of housing available? Church Guesthouse Bed & Breakfast Hostel
 Hotel Homes Other _____

In-Country transportation arranged by host? Airport pick-up and drop-off Van Bus
 Rentals Public transportation

Local personnel available: Project Coordinator Translator Construction Supervisor
 Local Skilled Laborers Cooks Drivers Missionary Medical Personnel
 Principal/Teacher Pastor Other _____

Administrative/Coordination Fee No Yes, the amount is \$ _____

Meals will be provided? No Yes, prepared on-site at lodging Cooking facility available for team to prepare meals

A list of fees for housing, food, transportation, local personnel, coordination will be provided to team leaders prior to arrival. No Yes

Cultural Information

A list of guidelines regarding dress, offensive habits, and other information for cultural sensitivity will be provided to team leaders prior to arrival. No Yes

Volunteer Team Expectations Policy/Guidelines will be provided to team leaders prior to arrival No Yes