

Short-Term Mission Trip Application

West Side Church Missions Council
615 Wright Ave., Richland, WA 99352

[Formatted for Single-Sided Printing]

Mission Trip Destination: _____

Dates of Trip: _____ Date Application Submitted: _____

*Please read Section 6 – West Side Church’s Core Values,
Section 7 – Mission Trip Application Process, and Section 8 –Mission Trip Expectations*

SECTION 1 – PERSONAL INFORMATION (Please type or print)

Full legal name: _____ Marital Status: Single Engaged Married Other: _____

Present address: _____ Family emergency contact (name/address/phone):

Home phone: (____) _____

Work phone: (____) _____ Age: _____ Date of birth: _____ Gender: M F

Cell phone: (____) _____ Email: _____

Do you have a passport? Y N N/A Passport expiration date: _____
(Should be at least six months past the end of the mission trip)

Or: Application Submitted (date): _____

Describe any medical conditions that the team leader should be aware of.

Share about any cross-cultural studies or experiences that you have been involved in.

SECTION 2 – CHURCH BACKGROUND

How long have you attended West Side? _____

Are you a West Side member? Y N

If not, please describe your membership plans: _____

Or other church you are an attendee at or member of: _____

Have you ever been baptized? Y N

If not, what are your plans regarding baptism? _____

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SECTION 3 – PERSONAL COMMITMENT AND QUALIFICATIONS

(Please use a separate page to complete this section.)

Share your testimony of how and when you became a Christian and the major influences on your spiritual development (people, events, etc.)

Read “West Side Church Core Values” on pages 4 & 5 of this application. Together these provide a picture of our goal in spiritual formation – both as individuals and together as a community. Please share how these values apply to your own Christian faith and walk. (We are looking for just a paragraph or two addressing this. You may want to address the impact of all these values together, or select a few that you feel are the greatest challenge for you.)

Tell us about any other Christian service/experiences you have had, such as other mission trips, ministries that you have served in or led, and what ministries you are currently serving.

Explain why you want to go on this mission trip.

How, and in what areas, do you hope that this trip will help you to grow in your personal faith, Christian walk, and call to serve the community of Christ as well as those outside?

SECTION 4 – REFERENCES

To assist us in evaluating your application, please provide two references from people who know you well. Please do not list relatives.

The last two pages of this application are provided for you to give to your references.

Please also tell us who they are, so we know from whom to expect them:

	Reference # 1	Reference # 2
Name:		
Address:		
Phone:		
Email:		
Type/Length of Relationship:		

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SECTION 5 – WAIVER OF CLAIMS, MEDICAL AUTHORIZATION AND PERSONAL COMMITMENT

Should it be necessary for me to receive medical treatment while participating in a West Side-supported program, I hereby give the team's leadership permission to use their judgment in obtaining medical services for me. I give permission to the physician selected by the group's leadership to render medical treatment deemed necessary and appropriate.

All team members making this trip and their families are deemed to have waived all claims against the sponsoring organization, or West Side Church and their paid or voluntary workers for injury, accident, illness, or death, occurring during, or by reason of the trip.

- I have read and understood the foregoing statements agreeing to assume the responsibility stated and waive all claims as indicated. **Initial:** _____
- I have read Section 6 – West Side Church Core Values and confirm that they express my commitment to the mission team to be formed. **Initial:** _____
- I have read Section 7 – Mission Trip Application Process and Section 8 – Mission Trip Expectations, and, if selected for the trip, agree to abide by these. **Initial:** _____

Signature of Applicant:

_____ **Date:** _____

Parent/Guardian Signature (if applicant is under 18 years of age):

_____ **Date:** _____

- *Please submit the original pages 1 – 3 of the application, along with your personal responses, to the trip leader or missions elders (mail boxes in the church office) and keep a copy for yourself.*
- *Detach and retain pages 4 – 7 (West Side Church Core Values, Mission Trip Application Process, and Mission Trip Expectations) for yourself as well.*
- *Give the Reference Forms (pages 8-9) to your two references.*

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SECTION 6 – WEST SIDE CHURCH CORE VALUES:

Part 1: From ECO – The Covenant Order of Evangelical Presbyterians

Jesus-shaped Identity: We believe Jesus Christ must be at the center of our lives and making disciples of Jesus at the core of our ministry.

Biblical Integrity: We believe the Bible is the unique and authoritative Word of God, which teaches all that is necessary for faith and life. The prominence of God’s Word over our lives shapes our priorities, and the unrivaled authority of the Bible directs our actions to be in concert with Christ’s very best for our lives.

Thoughtful Theology: We believe in theological education, constant learning, and the life of the mind, and celebrate this as one of the treasures of our Reformed heritage.

Accountable Community: We believe guidance is a corporate spiritual experience. We want to connect leaders to one another in healthy relationships of accountability, synergy, and care.

Egalitarian Ministry:

We believe in unleashing the ministry gifts of women, men, and every ethnic group.

Missional Centrality: We believe in living out the whole of the Great Commission – including evangelism, spiritual formation, compassion, and redemptive justice – in our communities and around the world.

Center-focused Spirituality: We believe in calling people to the core of what it means to be followers of Jesus – what “mere Christianity” is and does – and not fixate on the boundaries.

Leadership Velocity: We believe identifying and developing gospel-centered leaders is critical for the church, and a great leadership culture is risk-taking, innovative, and organic.

Kingdom Vitality: We believe congregations should vigorously reproduce new missional communities to expand the Kingdom of God.

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Part Two: Core Values Specific to West Side:

Family – Living together as a family. Celebrating and supporting each other as family through all seasons of life and embracing all who come.

Next Generation – Intentionally investing in our children and youth. Passing on the faith and life of Christ to the next generation through loving and nurturing inter-generational relationships.

Biblically-Centered – Renewing our minds through the study of God’s Word. Teaching and nourishing the mind through a biblically-centered yet intellectually focused approach.

Growing – Going deeper into a personal relationship with Jesus Christ. Cultivating the inner spiritual life of commitment to Jesus through all phases of maturity from new believer to mature disciple.

Every Member Ministry – Empowering and equipping Spirit-led ministry. Releasing every person to serve out of their giftedness to participate in building the Kingdom of God.

Missional – Sending disciples to the ends of the earth. Proclaiming the Gospel through deeds and words as we serve our community, nation, and world.

SECTION 7 – MISSION TRIP APPLICATION PROCESS

The application must be filled out fully or it will be returned to the applicant

- Complete your application.
- Return the original of pages 1-3 to the trip leader (or place in the box of either of the two missions elders in the church office) after making a copy for yourself. It is also advisable to save your personal responses on computer media for possible subsequent trips. Provide your two references with the reference pages.
- The trip leader, possibly with appropriate Missions Council member(s), reviews and then either approves or declines the application.
- The applicant is informed whether or not they have been selected for the team. If they were not, why. (We follow the biblical model of an “equipping ministry” (see Eph. 4:12), and thus will seek to share how the declined applicant may prepare for approval for a future trip.)
- Team-building and training for the mission trip begins.
- The trip leader will inform you of any other obligations/commitments.

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SECTION 8 – MISSION TRIP EXPECTATIONS

If selected for the mission team, this is what you can expect from us and what we will expect from you:

Pre-Field:

- Team meeting will be scheduled by the trip leader for purposes of team building, training, logistics, etc. All participants are expected to attend the team meetings.
- The team will submit an application for mission trip insurance. This provides coverage for some medical needs, as well as emergency evacuation if a medical condition cannot be adequately addressed on the field. This insurance is required of all members of all West Side Church mission trip teams. All medical emergencies during the trip, particularly those requiring returning home early, must be coordinated with the insurance claims office.
- Support raising for the mission trip is typically done as follows:
 - The team leader, in conjunction with the ministry partner in the field and the West Side Missions Council, will estimate the total cost of the trip.
 - Financial arrangements are typically one third of the total cost each: The Missions Council, the Participant (that's you), and Fund Raising (which you will be asked to participate in).
 - Mission trip participants will be asked to make their own financial contribution to the trip in typically three equal installments:
 1. Prior to the purchase of airline tickets for the team – which will be soon after the team is formed. (Airline tickets are purchased in the participant's name and are typically non-refundable.)
 2. Approximately one-month before the team departs for the field (at a date to be set by the team leader).
 3. At the final Team Meeting before the trip.
 4. A minor adjustment may need to be made following the trip, after accounting for all actual costs.
 - Support-raising may take one or both of the following two forms:
 - Support-raising activities may be scheduled within the church. (Special events such as auctions have been done in the past.)
 - A letter may be prepared by team members for distribution to friends and family. (Participants may opt out of this process by contributing additional funds to cover their share of the support-raising third of the cost.

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On Field – Consider Your Relationships:

- **With the Lord:**
 - John 17:19 – “For their sakes I consecrate myself, that they also may be consecrated in truth” – I will commit myself fully to a Christ-centered lifestyle in thought, word and action, for the benefit of those I serve.
 - John 20:21 – “As the Father has sent Me, so I am sending you” – It is not my mission, but the Lord’s, a mission that he seeks to fulfill through me.
- **With our Ministry Partners:**
 - I am the guest and servant of the local church or ministry that invited us. I have come to learn, not to teach, and will be open to learning from others.
 - I will respect the host’s expression of Christianity. While our team is there for the short-term, they are there for the long-term. I will honor and respect what the Lord has been doing in and through them and submit to their authority.
 - A new culture will present many new experiences – opportunities to explore and to serve – recognizing that there may also be times I will feel inconvenienced. I will strive to be open to new experiences and respond graciously, seeking to understand and not to cause or take offense.
- **With your Ministry Team and its Leadership:**
 - I will respect the team leadership and their decisions.
 - Even though gossiping and complaining may come more easily when I am tired and stressed out, I will choose speech that builds up and encourages.
 - It is anticipated that each team member will have one or more specific roles (jobs) in support of the team and the trip’s objectives. These assignments will be made after considering the gifts, skills and growth objectives of each team member. (This process will begin during the pre-field time, but have special impact during the on-field activities.) I will perform my assigned role(s) responsibly, recognizing that each team-member doing their part is essential to the success of the team.

Post Field:

- The team leader will schedule one or more sessions for team debriefing, testimony and reporting. These sessions are important for lessons learned and help you assimilate what God was seeking to do in your life during the trip. All participants are expected to participate in these sessions.
- Additionally, sharing is encouraged in other venues such as care group meetings, as these will help you process the mission trip experience and raise the vision of others for what God is doing in the world. In addition, you will have opportunity to participate with other team members in reporting in church services, small groups, and other venues that may be arranged.
- “From everyone who has been given much, much will be required; and to whom they entrusted much, they will ask all the more” (Luke 12:48). The Missions Council, trip leadership, ministry partners, and the Lord will all be entrusting much to you in the preparation, execution and follow-up of this trip. What is the Lord asking of you in response? Our challenge to you is that your next step will be a greater commitment to and participation in the Great Commission in our local church and the Lord’s global church.

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Reference Form

Applicant Name: _____ Mission Trip Location: _____

Please use the reverse side and/or another sheet of paper as necessary. Reference question numbers.

1. How long have you known the applicant? In what context?
2. What do you think are the applicant's strengths, skills, gifts?
3. What do you think are the applicant's weaknesses or areas that need developing?
4. In your estimation, how well does the applicant exhibit a teachable spirit?
(Not teachable) 1 2 3 4 5 (Very teachable)
5. In what ways have you seen the applicant handle change or stress?
6. How have you observed the applicant react to decisions he/she does not like, in terms of response to those in leadership?
7. To what degree does the applicant exhibit a servant's heart?
8. How do you see the Lordship of Jesus demonstrated in this person's life?
9. Describe how observant of other's moods, feelings, thoughts, and desires this applicant seems to be. Does the applicant care deeply about others and their spiritual needs? How have you seen these attributes modeled in their daily life?
10. Please make any additional comments that might help us in evaluating the candidate, as well as helping the applicant serve on this mission trip.

Signature _____ e-mail _____

Print Name _____ phone _____

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