

PUENTE DE AMISTAD

Team Leader's Manual

January 2020

Team leaders are required to read through both the “Team Leader’s Manual” and the “Team Member Manual,” every year before visiting.



Table of Contents:

Introduction:	Pg. 2
Requirements for Team Leader Position:	Pg. 2
Accommodations:	Pg. 2
Critical Information:	Pg. 2 & 3
What Puente Needs to Receive:	Pg. 3
What Forms Should be with the Team Leader:	Pg. 3
Puente Service Prices:	Pg. 3
Planning:	Pg. 4
Things to Consider:	Pg. 5
Suggested Checklist for Team Leader:	Pg. 6 & 7
Other Recommendations:	Pg. 8 & 9
Don't Forget God:	Pg. 9 & 10
Prayer & Debrief:	Pg. 10
Steering & Journaling:	Pg. 11
Preparing Attitudes:	Pg. 12
Personalizing and Final Debriefings:	Pg. 12 & 13

Introduction:

This document contains important information and guidelines to help you prepare your team for a successful missions trip to **Puente de Amistad** in **Tijuana Mexico**. Additional ministry information is available on our web site at www.puentedeamistad.org

Requirements for Team Leader Position:

Team leaders must be devoted to seeing God's purpose accomplished for each member and for Puente de Amistad. If the leader sets the example the team will have a rewarding experience. The leader should be respected as spiritually mature, flexible, good-natured, and encouraging. He or she must be willing and able to counsel and discipline individual members when necessary.

Accommodations:

Part of the ministry of Puente de Amistad is to provide a safe, clean, and comfortable environment for visiting teams.

- Shuttle services to and from the airport
- Dormitory-style rooms furnished with bunk beds
- Pillows, sheets, blankets, and towels
- Modern (U.S. – style) bathrooms and showers (with hot water)
- Meal preparation by Puente staff
- An ample supply of safe, purified drinking water
- Transportation for rent

Additionally, Puente staff will work with you as you plan your ministry tasks. Let us know the types of ministry you want to do and we will schedule visits to churches, orphanages, feeding kitchens, schools, parks, etc. We will assist you in your ministry tasks and provide translation as needed.

Critical Information:

- **Reading the Manuals is Required.** Regardless of how many previous trips a team has made, they are required to read through the "Team Members Manual" every year prior to coming. Likewise, team leaders are required to read through both the "Leaders Manual" and the "Team Member Manual," every year. Everyone will need to sign off that they have done so.
- **Supplemental Medical Travel Insurance is required.** The team leader and/or sending organization/church is expected to carry supplemental medical travel insurance for each of its members. It is up to the team leader to verify that each member is covered in San Diego and Tijuana in the event of an emergency.
- **We are confident in your safety.** To date all visitors have returned alive.
- **Prayer is important.** Every effort should be made to form a prayer support team for yourself and your team.

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- **No one is permitted at the base alone.** This is our policy. Therefore, people are not allowed to “hang back,” without prior consent and arrangement.
 - **Have a gift for every ministry.** We ask that you plan on bringing a blessing of necessities (i.e. soap, toilet paper, oil, eggs) of \$75.00 - \$100.00. We can purchase these things when you arrive in Tijuana. Of course, going above and beyond is always wonderful. If this is a hardship for your team please discuss this with your host family at Puente at least 30 days before your arrival.
 - **Under no circumstance should any member of the team promise (or suggest the possibility of) financial gifts or any ongoing commitment to any of the ministries, ministers, or families without prior consent by the director of Puente de Amistad.**
 - **Please notify the missionaries of any financial contribution to any ministry or individual in Tijuana.** We have had several teams get talked into meeting the same “need”, because teams don’t discuss financial decisions with Puente staff first. Ministries are never supposed to request money from the team leaders or members directly.
 - **Puente shuttle services run from 8 am to 8 pm.** That means that if you arrive in San Diego earlier than 8 am you won’t be picked up till after 8 am. If you depart San Diego later than 8 pm you will need to be dropped off before 8 pm. If your flights’ departure time is earlier than 8 am you will need to get a hotel with shuttle service on the San Diego side the night before. (Remember: most hotel shuttles start at 6 am). If you arrive in San Diego after 8 pm you will need to get a hotel that night and Puente’s staff will pick you up the next morning after 8 am.
 - **No Deposit = No Reservation.** Your reservation at Puente de Amistad is not official until we’ve received the \$500 nonrefundable deposit.
 - **Reservations are on a first come first serve basis.** If more than one team wants a particular date, whomever’s deposit is received first will receive the reservation.
 - **Construction deposit required.** If your team desires to build a home for a family in need, or perform any other construction project, a deposit of \$1,000 must be received 90 days prior to your arrival. If your team is coming to do a construction project there is a total of \$1,500 in deposits required 90 days before your team arrives.
 - **All deposits are nonrefundable.**
 - **Waiver of Liability Form is required.** Global Missions (our parent organization) requires that all participants complete and submit the provided “Team Member Application” and sign the “Waiver of Liability” before arriving in Tijuana. All applications and Waiver of Liability for minors must be signed by a legal parent or guardian. If the parent or guardian will not be attending the trip the Waiver of Liability must also be notarized. If anyone shows up without this documentation, they will not be allowed to enter Puente de Amistad property including vehicles.
 - **Team leaders are expected to enforce appropriate dress.** Your team needs to be dressed modestly while visiting Tijuana.
 - **Pack your personal medications.** This is your team’s responsibility, not Puente de Amistad responsibility. We have to consider the needs of everyone on the trip, not just the one who did not plan ahead.
 - **Close toed shoes are required.** Flip flops and sandals are only permitted at the beach and base. It really is a safety issue.
 - **Days will be warm and long.** It is the team leader’s duty to ensure that the members of his/her team are physically and emotionally able and willing to tolerate the elements and stress of planned ministries.

There is no air-conditioning anywhere and little to no shade for any outdoor ministry. Bring sun screen and hats.

- **Attitude is important.** Bring your servants heart and attitude. Compassion and patience are mandatory.
- **Sundays are holy and meant for rest.** Even though missionaries have superhuman strength, they need their rest too. Therefore, we will only allow extremely light Sunday schedules.

What Puente Needs to Receive:

- **\$500.00 Calendar Reservation Deposit as soon as dates are agreed upon between Puente Staff and Team Leader**
- **90 Days Before:**
 - ✓ Puente House Deposit of \$1,000.00
- **60 Days Before:**
 - ✓ Team Leader :Group Application submitted on-line
- **30 Days Before:**
 - *All Team Member Applications need to be submitted on-line.*
 - ✓ Balance of Puente House paid in full - \$8,300.00 (*after initial \$1,000.00 deposit)

The following needs to be with the Team Leader at ALL times:

- ✓ Copies of all team members passports
- ✓ If driving your own vehicles: Mexican insurance
- ✓ Copies of Supplemental medical coverage for every member
- ✓ Copy of Team Leader: Group Application, with everyone's' emergency contract information, medical insurance verification, and a list of special medical needs for each team member and keep it with him/her at all times.

Puente Service Prices:	
Vehicle Rental:	\$150/day/vehicle
Shuttle Service:	\$75/per vehicle/per trip required
Puente Provided Meals:	\$5/person/meal
Lodging:	\$30/person/night
Standard Puente House:	\$9,300.00

*Shuttle service is to and from San Diego airport or near airport. The number of people and luggage items will need to be factored.

**Additional charges may apply for special requests and/or groups of 12 or less.

Planning:

You should begin planning at least 12 months before your trip to ensure that you are able to secure the dates you want. This will give you time for fundraising and recruitment. It will also allow more time for potential team members to raise funds and arrange their individual schedules so that they can participate in the mission trip.

A non-refundable deposit of \$500 is required to secure your dates on Puente de Amistad's calendar. This deposit secures the dates that you requested and must be received before your dates will be reserved. Please note that scheduling is done first come first serve. "First come," means first to have a date secured with a deposit, not the first one to request a date.

Most of the group visits are planned for approximately one week (6 nights). A variety of ministry opportunity venues can be arranged for visiting groups. There may be construction projects available for various ministries and house-building projects for low-income families. We can arrange visits to children's feeding kitchens, orphanages, churches, and street ministry. The selection of your ministry activities will depend on the skills of your group members. The base staff in consultation with the team leader will arrange these ministries.

When we visit these ministries (other than construction sites), all teams are required to provide two things:

1. **A Gift** – The number one need of many of the ministries we visit is resources. Many of the ministries we visit are hard pressed just to meet basic operating costs and needs. We always want to be a blessing and never want to show up empty handed. We suggest that the gift be equal in value of at least \$75.00 - \$100.00.
2. **A Ministry Plan** - Simply showing up and blessing them with your presence is not enough. Your team is not engaging in poverty tourism, they are here to minister and share the Gospel. Groups can use mime, skits, puppetry skills, singing and testifying with the help of translators. Google is a wonderful resource for Spanish skits, songs, color sheets, etc. We encourage you to think outside the box and create new ways to convey love and the gospel. Again, coloring with the kids and kicking a soccer ball around is nice, but it's not enough. You need a well thought out, well-rehearsed plan of action. If you need help coming up with ideas please contact us.



James 2:16

If one of you says to them, "Go in peace; keep warm and well fed," but does nothing about their physical needs, what

Things to consider:

- Scheduling
 - Begin planning early and have several alternative dates in mind while you are still in the planning stage. This will allow more people to participate and help us fit you in our calendar.
 - Select and secure dates with a deposit early. We recommend at least 1 year in advance.
- Ministry
 - Determine what type(s) of ministry your team wants to do. You can do this one of two ways:
 - Make suggestions early and the Lord will draw people to your team with skills to match the needs.
 - If your team has already been selected, make an honest evaluation of the skills and abilities of your group.
 - Contact Puente de Amistad for suggestions of ministry resources.
 - Visit the FAQ section of the web site for ministry ideas.
- Transportation
 - Determine how you will travel to the San Diego/Tijuana area. If you fly (into San Diego) check schedules and rates, including the possibility of group rates.
 - Puente provides shuttle service between the San Diego airport and the Puente base. See “Puente Service Prices” on page 3. See page 2 for shuttle hours.
 - Puente has two vans for rent. One holds 11 team members and the other 14. Again, we rent these on a first come first serve basis. See “Puente Service Prices” on page 3.
 - Unless otherwise arranged by Puente staff, you are responsible to provide your own transportation when you visit Puente de Amistad. Van rental information is available in the FAQ page of our Web Site.
- Costs – When estimating the total cost of your trip, be sure to include:
 - Transportation and meals to/from Puente
 - Including the amount of gas to the airport and home and parking fees (If driving yourself)
 - Lodging and meals provided by Puente. See “Puente Service Prices” on page 3.
 - Van rental or other ground transportation while in Tijuana.
 - Mexican vehicle insurance (required by law) (included if vans are rented from Puente).
 - Supplemental travel medical insurance which is required for every member.
 - The team leader is required and responsible to make sure everyone is medically covered for all legs of their trip.
 - Ministry money
 - Gifts for ministries - See “A Gift” on page 4. Contact Puente staff for further questions and explanation.
 - If you’re doing a construction project, don’t forget to figure that in.
 - To build a standard Puente de Amistad house see “Puente Service Prices” on page 3.
 - Extra money (in small bills) for tacos, ice cream, and souvenirs. When groups go out to eat to a taco stand, it is up to the individual to pay for their meal. Puente does not pay when groups go out to eat.

For additional information and suggestions, please visit our web site at www.puentedeamistad.org or contact us at pdeamistad@gmail.com

Checklist for Team Leaders:

13 months before:

- ☐ Prepare preliminary budget
- ☐ Select approximate dates (have several alternatives) Contact Puente de Amistad and get on the calendar!
- ☐ Get approval through proper church/organization authority

12 months before:

- ☐ Make Go/No-Go decision
- ☐ Contact Puente de Amistad to schedule your dates and send in \$500 non-refundable deposit

9 months before:

- ☐ Check airfare rates for estimated costs
- ☐ Prepare specific budget
- ☐ Have informational/recruitment meeting
- ☐ Interview assistant leaders (recommended for teams of ten or more)
- ☐ Encourage team members to go on-line and fill out their Team Member Applications
- ☐ Select leaders and team members
- ☐ Collect a deposit from each team member
- ☐ Encourage all members to apply for their passport or make sure it doesn't expire until the return from the trip.

7 months before:

- ☐ Develop team meeting and activity schedule, including commissioning service
- ☐ Plan material for first meeting. Don't forget to incorporate these things into your meetings:
 - Praise, Worship, & Group Prayer
 - Ministry Practice
 - Devotions
 - Encouragement
- ☐ Agree on fund raising plan with team
- ☐ Encourage team members to go on-line and fill out their Team Member Applications
- ☐ Encourage participants to enlist prayer partners

6 months before:

- ☐ Team Leader: Group Application submitted on-line
- ☐ Ensure that all team members without current passports have applied for a new passport or a renewal.
- ☐ Communicate with Puente de Amistad concerning ministry desires/options and relay travel information and meeting times with Puente leaders.
- ☐ Encourage team members to go on-line and fill out their Team Member Applications

5 months before:

- ☐ Arrange vehicles, get vehicle permission, check registration and insurance
- ☐ Make a list of team members' special medical needs (allergies, e.g.)
- ☐ Make all necessary travel and lodging reservations
- ☐ Assign someone to put together a first aid kit

4 months before:

- ☐ If your team is building a house, send the house deposit of \$1,000 to Puente de Amistad at least 90 days prior to your arrival.
- ☐ Finalize all immunization requirements (check for latest advisements)
- ☐ Acquire major equipment for ministry – check with Puente de Amistad regarding equipment available at the base (puppets, puppet stage, etc.)

3 months before:

- ☐ Collect at least 50% of the money from each member
- ☐ Purchase group airfare
- ☐ Reconfirm all reservations with Puente de Amistad
- ☐ Make a digital copy of every member's passport. This is for the Team Leaders records. (Digital copy needs to be of the entire photo page of the individual's passport. Examine the passports to make sure they don't expire before their return from the trip.)
- ☐ Mandatory that ALL team members have gone on-line and submitted their Team Member Applications

2 months before:

- ☐ Put together all devotional materials
- ☐ Covenant with each other
- ☐ Check all required forms for correct information
- ☐ Make sure to have scheduled times of practice for ministry (skits, songs, etc.)

1 month before:

- ☐ Ensure that copies of all necessary documents have been copied for the Team Leader Records
- ☐ Plan Commissioning Service
- ☐ Mechanically check all vehicles and equipment (if driving)
- ☐ Collect the remaining money from team members
- ☐ Make final detailed departure plans

2 weeks before:

- ☐ Triple-check all forms
- ☐ Collect all the passports
- ☐ Spend a lot of time in prayer; collectively and individually.

Other Recommendations:

The above checklist for leaders is only a suggestion; however, we advise that you put together your own checklist with consideration for your church's and/or group's own unique circumstances. Here are some more recommendations to consider:

- It might be wise to collect enough money from the individual team members to cover airfare before purchasing the tickets.
- We recommend that, in addition to our manual, you create your own specific trip manual that will be tailored more to your specific team and can cover portions of the trip before and after your time in Mexico. You can put together the manual up front or provide three-hole binders allowing your members to build the manual as you go. Your manual may want to include:
 1. Orientation – This section could cover topics such as the purpose of your trip, expectations, attitudes, and special requirements. See “Preparing Attitudes.”
 2. Itinerary – This section should include a time table with anticipated dates for meetings, due dates for forms to be filled out, departure/return times, and flight information if possible. It would also be helpful to include a Puente provided ministry schedule of how you will spend your time in Tijuana.
 3. Ministry Literature – If you are going to perform a song or puppet show in Spanish you may want to include the words for them to practice (please practice and know the material well).
 4. Contact Information – This allows for team members to reach one another and the leader to address questions, concerns, and problems.
 5. Copies of all required forms.
 6. Devotions, Journaling, & Debriefing – It is very helpful for team members to have a manual with all devotion outlines, journaling questions, and debriefing questions provided. Remember to leave plenty of room for them to write their answers and thoughts.
 7. Commitment – This section is a suggestion as a follow-up to the experience. This would include things useful for the steering techniques previously mentioned. The idea is to encourage the members to make a commitment to become more involved in church, outreach, personal devotion, or some other specific activities. Remember, it is not wise to be too manipulative in providing this page. We want God to move on their hearts and not us.
- While it is true you will need to schedule meetings/get-togethers with your team during the months previous to going on the trip, we recommend that you do your best to reduce the number of informational meetings. People are busy and getting together to discuss information that could have been discussed the time before or through email will be seen as unproductive and will seldom help build unity. We recommend only two or three informational meetings:
 1. Informational/Recruitment Meeting – This meeting is the one that will be held to create interest in going on the trip. Topics should include:
 - a) Safety – The enemy loves to activate peoples fear of the unknown to keep them from pursuing their potential. Tijuana is a relatively safe place and should be marketed as such. Precaution should always be taken; however, it is important that the leader articulates confidence in the safety of the group.
 - b) What you will be doing or the possibilities that exist. If you have a solid plan of how your group will minister GREAT; pitch it to them. If you prefer that your team are the creative

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- engineers of ministry, then get their thoughts flowing by providing some ideas of what could be done.
- c) Cost and dates – These are the two biggest objections for some. When are we going and how much will it cost? Be ready to give an answer.
 - d) Q&A – Allow for questions to be asked. It's ok to admit that you don't have all the answers, but write the ones you don't know down so you can get answers quickly.
2. Trip Expectation and Culture Briefing – This is the meeting you will have with those who have committed to going on the trip and have submitted a deposit. Make sure to discuss the following:
- a) Agree on a fund-raising plan and assign leaders and teams
 - b) Discuss expectations of the trip
 - c) Discuss the Mexican culture
 - d) Discuss conduct, health, and safety
 - e) Discuss the “ugly American” and stereotypes
 - f) Discuss attitudes
3. Departure Meeting – This meeting will be held a week or two before departure and will let everyone know the what, where, and when of departure plans. We recommend you distribute a written itinerary with the following:
- a) Luggage expectations – How will they be transported to the airport/base and do they need to have it somewhere for packing and logistics.
 - b) When and where departure schedule
 - c) Flight numbers
 - d) Travel itineration with times included
 - e) Ministry itineration for the week (provided by Puente de Amistad)
4. All Other Meetings – While we only recommend two or three informational meetings, we do encourage you to schedule other “get-togethers” at your discretion; however, they should be focused on one or more of the following:
- a) Team/Unity building
 - b) Ministry preparation and/or practice
 - c) Prayer

Don't Forget God:

At Puente de Amistad, we believe that *faith without works is dead*, but we also believe *works that don't glorify God are meaningless*. God is best glorified when ministry is done by His strength and spirit rather than under our own power. Your goal as a team leader is not only to reach the people of Tijuana with the gospel, but also to encourage your own team to walk more closely with Jesus. You will be more successful at both if you commit to doing God's work instead of good works. The following describes how:

Prayer:

Prayer advance has long been used everywhere by Christians to “take” geographical areas for the Lord. Teams came to pray over the city of Tijuana even before the base existed. If possible, team leaders are encouraged to do the same prior to planning their trip. Coming to pray over the city and to see what the team will be facing in both the spiritual and physical realm will greatly improve team leadership. During team preparation, every detail and each session should be approached prayerfully. In this way you will be spiritually coming against any forces that are working to distract or interfere. The spiritual battle for Tijuana is strong. The city has long been a haven for evil and is therefore a stronghold of the enemy. Attempts to bring the Gospel to this city will not be ignored in the spiritual realm. The weapon of prayer is absolutely essential for this battle.

Each morning in Tijuana the team should gather together to ask God’s guidance for the activities of the day. The leader, in particular, should be in prayer for guidance throughout the trip. The tendency among believers, even among leadership in the church, is to think of prayer as extra-curricular, the icing on the cake, or like insurance; good to have but relatively unproductive. On the contrary, prayer is paramount. Your team’s effectiveness will be proportional to your belief and practice of prayer. If your team isn’t comfortable with prayer, this trip provides an excellent chance for discipleship in that area. **We serve a powerful God! Prayer works!!**

Please don’t forget to pray regularly for Puente, its missionaries, and its staff.

Debrief:

In recent years we have emphasized “debrief” time in lieu of evening activities. Helping people process their experience in a group setting can have a powerful impact and amplify the experience for the individual as well as the team. The concept of debriefing is simple: at the end of the day the team sits down together or in small groups (recommended for groups larger than 20) and share their experiences for the day. Each group should have a discussion leader who poses a question for everyone to take turns answering. Here are a few question examples:

- What was the best part of your day?
- What affected you the most today?
- What has God been showing you during your time here?
- What do you think God wants you to learn?
- How will you be different in light of all you’ve experienced?
- What did you see in someone else that you admire?
- Who and how did God use a teammate today?

The leader of these groups must know that his role is to listen, keep the conversation moving, and to prevent others from interrupting or dominating discussion. Some will want to verbalize their excitement, which is good; however, those more reserved need to be encouraged and protected while they share.

Steering:

Studies performed on short term mission trips indicate that those who participate in such trips are significantly more likely to become involved (or more involved) in their home church, especially in regard to ministering to the less fortunate and other missions activities. These studies also find a significant increase in time spent in prayer and giving. Yet home churches and team leaders' failure to prepare for this is one of the greatest sources of unrealized short-term missions potential.

Steering is the act of assisting people to separate emotion from conviction and turn their convictions into action. Steering is particularly effective when coupled with times of debrief. You might ask questions such as:

- What do you feel God putting in your heart to do?
- What would that look like?
- What's the next step in your faith journey?

You might want to give "next step"/goal suggestions such as:

- Getting involved in the local church
- Getting involved in their community
- INSTE or other biblical training
- Becoming a faithful giver
- Support and prayer for foreign missions

At the end of the trip (or shortly after returning home), the team leader might want to challenge the team to make a written commitment to going after what God has put on the team member's hearts. Using simple questions such as, "What specific things can I do to allow what I learned on this trip to become part of my overall commitment to Christ?" This can be extremely effective if the questions are well thought out and coupled with accountability.

Picking your devotions purposefully can also be useful. Topics such as committing to a deeper walk with Jesus, being members of the body, prayer, or some other teaching that will challenge their status quo are appropriate.

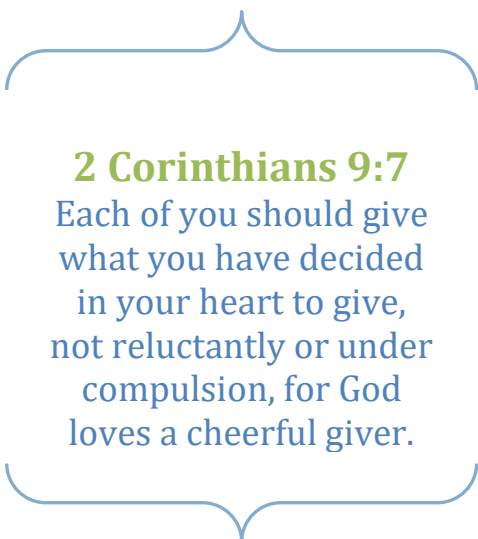
Note: Team leaders should work with their Pastors and be ready to help people, newly motivated, to get "plugged in" and find their place in ministry.

Journaling:

It might be helpful for team members to have a manual with all devotions and journaling questions. Allow plenty of room for them to write their answers, thoughts and musings. An additional page with questions that will be discussed by the group during debriefing would also be helpful. At minimum, team members should be encouraged to record their thoughts and feelings each night.

Preparing Attitudes:

A key part of preparation is helping each member check his/her motivation and expectations for the trip. Each member must examine his/her heart and pray about any motivations that might interfere with our missionary objective. Personal conflicts between team members should be worked out before the trip. Unrealistic expectations should be discussed openly. Orientation to the Mexican culture using the material in the Members Guide, should be presented early in the preparation process. Members should be taught to look for opportunities to bless others with a reassuring word, a hug, or a moment of prayer together. Consideration of others must be stressed because the group will be living in close quarters, will have to share facilities, and put up with each other. When combined with the stress of a foreign culture and a busy ministry schedule, little irritations can become big distractions. Members should be trained in the Matthew 18 principle of resolving conflicts. Some members may experience emotional stress upon seeing the poverty in Tijuana. Other team members need to be sensitive to those who experience culture shock.



2 Corinthians 9:7
Each of you should give
what you have decided
in your heart to give,
not reluctantly or under
compulsion, for God
loves a cheerful giver.

Personalizing and Final Debriefings:

After a time of intense outreach in a foreign culture, personal changes will have taken place in team members that they may be unaware of at first. These changes become a factor when the team gets ready to leave. A wise team leader prepares the team for the emotions that they will be sensing and provides a time between leaving Tijuana and arriving home to “debrief” the team, helping them to personalize the experience and prepare for the return to his/her own culture.

Good-byes can be difficult. They represent the end of a very rewarding time and the abrupt severing of enjoyable new relationships. Mexicans, especially children, tend to cry when saying good-by. Team members should be told to feel free to express his/her feelings. Taking photographs is a good way to preserve the moment. It is unwise to get carried away and make promises to write, visit, or send photographs. Many nationals have been hurt when these promises are not kept. It is not a good idea to give money at this time. This can confuse the feelings and muddle the relationship. Promising to pray for a new friend is a much better idea. Writing down names will help you remember to pray.

Under no circumstance should any member of the team promise (or suggest the possibility of) financial gifts or any ongoing commitment without prior discussion with the director of Puente de Amistad. Emotional decisions that result in unkept promises ruin testimonies and trust. Instead we ask that you work with the Puente de Amistad leadership team to make prayerful commitments that are well thought out.

After leaving Mexico team members need time to personalize their emotions and should be prepared for the reverse “culture shock,” they may face at home. A time to get together and share memories and impressions from the time in Tijuana helps members deal with emotions. This can be followed by small group prayer or quiet time. Journaling should continue during this time. Writing down feelings and impressions can be very therapeutic and time talking to God in prayer can be life-changing. Hearts may be more open to God’s call at this point more than at any other time in the person’s life. Team members should be encouraged to write in their journals what God has placed on their hearts.

Members should be warned not to expect too much from others once they arrive home. Newly developed criticisms of American culture or attitudes toward Mexicans must be presented very gently to those who weren't on the trip. Members should be told that a bit of nostalgia is common after a trip and they may experience loneliness now that they are no longer with the team. Communicating the experience to your home church is an excellent idea. Perhaps a service could be set aside to do this or a potluck held to which the whole church is invited. Keep presentations moving along. In a good presentation each picture is shown for five seconds or less – don't get into "rabbit trails" as you describe the slides and stay away from meaningless facts such as "on Wednesday June 23rd" or "it was around 5 am". People don't care about insignificant details and it causes them to lose interest and their attention will tend to drift. Personal testimonies of what the trip meant to individuals are excellent. They should be limited to one or two minutes so a large number of members can testify.

A final team session a few weeks after the return may prove worthwhile. Members will have begun to get back to their old routines and may have forgotten plans they made for spiritual follow-up. The session should include a time to reflect on what was learned on the trip and how emotions were affected. Responses to God should once again be encouraged, as well as follow-up activities. The leader or chaplain can recommend a list of appropriate outlets, such as supporting a third-world child, ministry to the poor, local street evangelism, or writing to Eugene Bible College for more information about a mission major. Don't forget to encourage your team to pray for the staff of Puente de Amistad as well. The possibility of another trip the following year or a reunion gathering on the trip anniversary could also be discussed at this time. A closing prayer to keep hearts open to God's calling may help those who are still contemplating life-changing decisions. The leader and/or chaplain may wish to follow up one-on-one with such members. Finally, don't forget to express gratitude to the senior pastor, congregation, members' families, and individual supporters for making the trip possible.