



**PUENTE DE AMISTAD**

## Team Leader's Manual

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



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## Introduction:

This document contains important information and guidelines to help you prepare your team for a successful mission trip to **Puente de Amistad** in **Tijuana Mexico**. Additional ministry information is available on our web site at [www.puentedeamistad.org](http://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 are interested in 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. Remember, this is your mission trip. It is your responsibility to plan what type of ministry (Example: VBS, preaching, games, crafts, skits, human videos, etc.) your team would like to do. Please come prepared.

## 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 to keep abreast of the most recent changes. 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.

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- **Renting Puente Vans.** Puente has two-15 passenger vans that are at your disposal if you are a scheduled team on Puente’s calendar. Even though they are 15 passenger vans, only 13 seats are available to you and your team. (Two places are reserved for a Puente Van driver and staff member). This being said, the ideal team size is fewer than 26 unless you are providing your own transportation. Teams over 26 will assume the responsibility of renting additional vans in San Diego approved for cross-border travel. Please note that if your team is only made up of 12 or 13 people a second vehicle may be needed due to the volume of ministry materials. In this case, you will be charged a small fee to cover gas.
  - **We are confident of your safety.** We take the safety of each team very seriously. Due to this, each year may look a little different from your previous years at Puente de Amistad. Based on recent events, you may or may not have the opportunity to do the same ministries that you did in previous years. **All safety decisions made by the Director of Puente are final.**
  - **Prayer is important.** Every effort should be made to form a prayer support team for yourself and your team.
  - **No one is permitted at the base alone.** This is our policy. Therefore, team members are not allowed to “hang back” at the base without prior consent and arrangement with the Director of Puente. This is for the safety of everyone.
  - **Have a gift for every ministry.** We ask that you plan on bringing a monetary blessing of at least \$100.00 for each ministry that your team visits or a blessing of necessities (i.e. soap, toilet paper, oil, eggs) equivalent to \$100.00 for each ministry your team visits. We can purchase these things when you arrive in Tijuana. Our presence as a team is not blessing enough for ministries that are struggling to make ends meet each month. Let’s be generous!
  - **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 discussion with the director of Puente de Amistad. We are often aware of things teams are not, and a well-informed decision is better than a decision made off of a ministry pitch.**
  - **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 9:00 am to 5:00 pm.** That means that if you arrive in San Diego earlier than 9 am you won’t be picked up till after 9 am. If you depart San Diego later than 5 pm you will need to be dropped off before 5 pm. If your flights’ departure time is earlier than 9 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 5 pm you will need to get a hotel that night and Puente’s staff will pick you up the next morning after 9 am.
  - **No Deposit = No Reservation.** Your reservation at Puente de Amistad is not official until we’ve received the \$500 nonrefundable deposit. All deposits are nonrefundable.
  - **Reservations are on a first come first serve basis.** If more than one team wants a particular date, whoever’s deposit is received first will receive the reservation. All deposits are nonrefundable.
  - **Construction deposit required.** If your team desires to participate in a small construction project or building a home for a family in Mexico, a deposit of \$1,000 must be received 90 days prior to your arrival.

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This is a non-refundable deposit as the materials for the project will be purchase prior to your team's arrival. All deposits are nonrefundable.

- **Receiving a Testimony/Bio. For a family.** A family's testimony will be provided to you once the full amount of the house has been received by Puente de Amistad. This is to ensure that the family who was promised home will indeed receive that home. If the team is unable to come to build the house themselves, the Puente staff will use the provided house funds to build the home promised for the absent team.
- **All deposits are nonrefundable.**
- **Team Member Application for Adults and Minors.** Global Missions (our parent organization) requires that all participants complete the appropriate on-line application before arriving in Tijuana. The application can be found on our website at [puentedeamistad.org](http://puentedeamistad.org). If anyone shows up without said applications, 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. You hold the relationship with your team members, you enforce and uphold modesty. It is not the director's job. Please, do your job.
- **Pack your personal medications.** If medications or CPAP parts are forgotten, sourcing those things is very difficult and will cost usually an entire day.
- **Close toed shoes are required.** Flip flops and sandals are only permitted at the beach and base. This is a safety issue.
- **Tijuana Weather.** 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/weather 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.
- **Minimal Age Requirement.** A mission's trip can be an eye-opening experience for any age. Parents love the opportunity to bring their children on the mission trip to show them how others cultures live. But it is your job as the team leader to evaluate the maturity level of the individuals and the overall cohesiveness of the team. We have had 7-year-olds who do fantastic and 12-year-olds who have been terrible. Be realistic in your evaluation and acceptance of children as members of your mission team. You get to make the final call, not the parent. It is perfectly acceptable to say NO to someone who will not help achieve this overall goal. **No special concessions will be made for children.** They will be required to participate with the rest of the mission team.
- **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 (Remember: No Deposit = No Reservation.)**
- **90 Days Before (or as soon as possible)**
  - ✓ Puente House Deposit of \$1,000.00
  - ✓ Remember: to receive your family's testimony the full amount of the house build must be paid.
- **30 Days Before:**

- ✓ Team Leader : Group Application submitted on-line
- ✓ All Team Member Applications need to be submitted on-line

**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:	
<b>Vehicle Rental:</b>	\$150/per day/per vehicle
<b>*Shuttle Service:</b>	\$75/per vehicle/per trip required*
<b>Puente Provided Meals:</b>	\$6/per person/per meal
<b>Lodging:</b>	\$35/per person/per night
<b>Standard Puente House:</b>	\$11,000.00*

\*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.

\*Due to the material spike of 2021, the cost to build a standard Puente House was raised to accommodate the increase. If the overall cost of a Standard Puente House materials were to decrease, your team’s invoice will reflect that.

\*\*If the materials jump significantly and exceed \$11,000, we will have a discussion by phone and work out something for the balance.

**Planning:**

As a team leader it is your responsibility to be in correspondence and communication with Puente de Amistad’s staff. To ensure that you receive the calendar dates that your team wishes to come to Puente de Amistad, you need to acquire your calendar dates a minimum of 12 months(15 months for prime times) in advance. 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 team stays 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

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and house-building projects for low-income families. We can arrange visits to feeding kitchens, orphanages, churches, and street ministry. The selection of your ministry activities will depend on the skills and strengths 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 \$100.00. Cash makes a wonderful gift too!
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.



**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 good is it?



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## 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. There are 13 seats available in each van. 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 \$1’s, and \$5’s) 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](http://www.puentedeamistad.org) or contact us at [pdeamistad@gmail.com](mailto:pdeamistad@gmail.com)



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## Checklist for Team Leaders:

### 15 months before:

- Prepare preliminary budget
- Select approximate dates (have several alternatives). Contact Puente de Amistad and get on the calendar as soon as possible!
- 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
- Inform Puente staff about the approximate team size that will be coming
- If interested in building a Puente home, send in \$1,000.00 non-refundable deposit  
\*Remember: to receive the family's testimony the full amount of the house build must be received.
- Encourage all team members without current passports to apply or renew their passports. This can take up to a year.

### 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:

- 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
- Collect at least 50% of the money from each member
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**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 at [www.ustravel.gov](http://www.ustravel.gov))
- Acquire major equipment for ministry – check with Puente de Amistad regarding equipment available at the base (puppets, puppet stage, etc.)

**3 months before:**

- Team Leader: Group Application submitted on-line
- 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.

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## 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.

### Nightly Debrief:

In recent years we have emphasized a nightly team debrief time. 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?

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- 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
- Starting a ministry to the homeless, battered women, single mom support group, etc.
- 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.

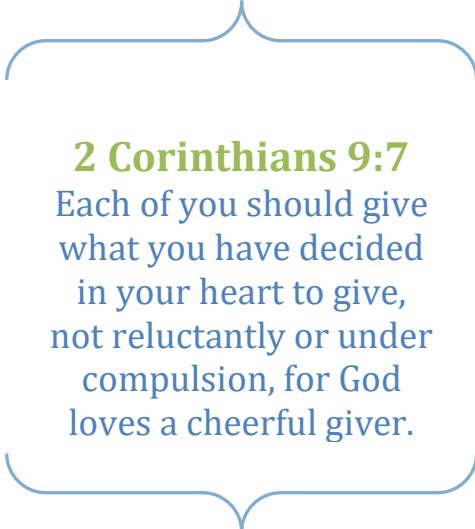
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## Journaling:

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

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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 23<sup>rd</sup>” 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.