



go to **kentucky**

MISSION TEAM HANDBOOK: KENTUCKY



Welcome!

Thank you for considering a short-term mission experience with Lifeline Christian Mission. We look forward to serving together to glorify God.

Our Core Values

Love Generously

Extravagantly love. Go and love others (Matt. 22: 37-40)

Serve Passionately

Go beyond what is expected. (Mark 10:45)

Lead Humbly

Learn, grow and lead with humility as you walk alongside others. (Philippians 2:3-4)

Create Possibilities

Make the most of every opportunity. (Ephesians 3:20-21)

Ignite Adventure

Contagiously live life on mission to ignite adventure in others. (Luke 9:23-24)

We are passionate about sharing Jesus' love with everyone, everywhere, as He transforms lives around the globe.

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Introduction

God is already at work around the world! When you join a mission trip, you get to see what God is doing and learn how you can join Him on mission too!

At Lifeline, we believe in healthy relationships and empowering partnerships. On a mission trip you will come alongside local leaders to meet needs within the community and learn what God is doing in those specific locations. Teams will get to partner with the local church to encourage and bring hope to their communities. On a Short-Term Mission Experience, you will get to see how God is moving and discover how you can join God on mission, too!

To learn more, contact Susan Hammond at susan.hammond@lifeline.org or 614-794-0108.

Schedule early as some dates fill up quickly. We invite you to visit our website, www.Lifeline.org, to learn more about Lifeline Christian Mission.

The Great Commission is “not about us making something happen on the mission field, but about humbly coming alongside what God is doing in the world” - Dr. Chris DeWelt, Ozark Christian College Director of Intercultural Studies

Eastern Kentucky at a Glance

Eastern Kentucky is an area full of amazing people and rich resources. Yet it has historically been one of the most underdeveloped areas in the nation. A growing movement of people and organizations in the region are focused on finding unity and coordinating efforts to follow God in transforming Appalachia with both the proclamation and demonstration of the Gospel.

Preparing for Your Trip

Every trip is designed in partnership with the local leaders. Lifeline is partnering with [Together For The Mountains](#) and [Faithlife Ministries](#) in Pikeville, Kentucky.



We work together to determine meaningful opportunities for people to experience what God is doing in Eastern Kentucky. There are many ways for teams to learn, participate, and serve in ministry alongside our brothers and sisters in Eastern Kentucky. The primary goal in all of the ministries is to make a kingdom impact in their community!

Our teams serve in Urban and Rural areas. Some ministries your trip might include:

- Construction type jobs
- Cleaning, landscaping, maintenance
- Helping at a pregnancy center or local clothing closet
- Partnering with the local church to bring the hope of Christ through a special event
- Outreach programs in the community

Accommodations

- Housing is provided by New Beginnings Fellowship Church. Team members will sleep in the church's second floor classrooms, separated by gender given at birth. There is no elevator available, stairs only.
- Cots are provided. You may also bring an air mattress.
- You will need to bring your own bedding, pillows and towels..
- If you are a light sleeper we suggest you bring earplugs in case there is a snorer in your room.
- Showers will be taken at the [YMCA](#). Each day an [Registration form](#) will need to be completed and presented at the desk on your arrival there

Meals

- Breakfast and dinner will be at [UPike University Cafe](#) or at the [New Beginnings Church](#) Sack lunch items will be provided by [FaithLife Market](#) then packed by the team. Some meals may be provided by local church members.



- **Food Allergies:** Please inform Lifeline in advance as to the nature and severity of any food or other allergies (gluten, nut, dairy, etc.).
 - We will accommodate as we are able. We cannot guarantee there will not be cross contamination or a gluten free option at every meal. **You will need to bring your own food products to supplement the meals we provide.**

Clothing/Shoes

Bring seasonally appropriate, modest clothing. Think conservative and comfortable.

- Dress is casual.
- No laundry service is available. Bring enough clothing for the duration of your stay.

Women

- Jeans, slacks, capris and shorts may be worn.
 - Short length should be at least to fingertips when arms are extended at the side. (If you are concerned that they might be too short, they probably are). 😊
- Halter tops, low-cut necklines, racer back tops, spaghetti straps, short shorts, biker shorts/running shorts, exposed underwear or bras, large arm holes, holes in jeans/shorts/etc. or bare midriffs are not permitted at any time during the trip.
- Yoga pants, leggings or other tight pants may be worn in the dorms or under a long tunic top (covers the hips).
- **Church Attire:** Nice pants, jeans or skirts at least knee length. No shorts.
- Swimsuits - One-piece or tankini (no bare midriffs)

Shoes (both men & women)

- Comfortable walking/work shoes with closed toes, such as sneakers or work boots for working and walking. Nice shoes / sandals for church services.
- Sandals and flip-flops are not permitted at the worksites. Never go barefoot.

Men

- Men may wear shorts or jeans for work. No holes in jeans/shorts or exposed underwear.
- Please no tank tops, muscle shirts or low armhole tanks. Shirts must be worn at all times except in the dorm.
- **Church Attire:** Slacks or nice jeans; collared shirt. No sleeveless shirts.
- Swimsuit - Trunks; No Speedos!

Suggested Packing List

- Air mattress, if desired
- Sleeping bag or sheets & blanket
- Pillow
- Towels & washcloth
- Alarm clock
- Personal medications
- Insect repellent & sunscreen
- Clothing & Shoes: modest apparel (see above for guidelines)
- Health Insurance information (personal insurance card)
- Photo ID, such as driver's license
- Sleepwear
- Sunglasses, sunscreen and lip balm
- Swimsuit
- Toiletries (toothbrush, shampoo, etc.)
- Water bottle (refillable)
- Masks/respirator (Optional)
- Gloves
- Safety Glasses or goggles (Optional)
- Tools (list specific to your project will be shared with you 1-2 weeks prior to trip)

Optional items:

- Earplugs –there may be a snorer in your room
- Journal & pen; books
- Musical instruments
- Games
- Camera
- Flashlight & batteries
- Snacks for your personal use

Documents/Requirements

- **Minimum age** is 12 years old
- Parental consent form
 - All minors (under age 18) not accompanied by a parent, must have a signed, notarized parental authorization. This document must include parental permission to travel to Kentucky. If neither parent is traveling with the child, an adult on the team must be designated to act on behalf of the

parents in case of emergency or sickness/accident. You can download and print [this form](#). The form will need to be notarized and carried with the adult responsible for the minor.

- **Online Application:** Your team leader has a link to this form. All team members must complete ASAP (including returning mission team participants).
- [Lifeline's Statement of Beliefs](#): Trip participants must agree to abide by Lifeline's statement of beliefs and the trip covenant.
- **Background Check:** For the safety and security of the children we minister to and members of visiting teams, Lifeline requires a criminal background check for all short-term mission trip participants age 18 and older. This service is provided by Choice Screening, who specializes in conducting background checks for volunteers in full compliance with applicable state and federal laws and guidelines, including the Fair Credit Reporting Act.

Immunizations & Health Information

Immunization for Tetanus/Diphtheria should be up to date.

If you have medication you must take regularly or over the counter medications that you prefer, be certain to bring them with you.

We encourage teams to bring basic health/First-aid supplies such as:

- Band-aids & Neosporin
- Tylenol; Advil
- Pepto Bismol
- Benadryl (for an allergic reaction)
- Gatorade or other electrolyte replacement

Health Insurance

Personal healthcare insurance plans should cover medical care or emergencies while in the United States. Be sure to bring your health insurance information (health insurance card or copy of front & back of the card).

Other Things You Need to Know

One of the most important things you can do to ensure you experience the best possible trip is to plan ahead. Mission trips always require flexibility, but you can eliminate many "surprises" by being well-prepared.

Be adaptable and come as learners!

- Plan to meet at:
 - New Beginnings Fellowship Church
 - 116 Main Street
 - Pikeville, KY 41501
- Parking Lot Gate code 1911* Parking lot is next to church building (on the right, just past front doors)
- An orientation and review of the schedule will be among your first activities after arriving on the mission field.
- Be flexible! Schedules will change on the mission field.
- A **Final Information Packet** will be emailed to you approximately 1 -2 weeks prior to your departure. Included will be a tentative schedule, devotion schedule, work scope, last minute information, etc.
- Adults from your group must supervise children/youth at all times.
- All mission team participants must abide by Lifeline's policies, respect Lifeline's doctrinal position and do nothing to act contrary to or against the mission beliefs. Our primary objective is to honor Christ and reflect his image to everyone we come into contact with.
- No pets, please.
- Shirts must be worn at all times except in the dorm.

Gift Giving Policy

Lifeline has a strict **"no-giving" policy**. Rather than handing our money and goods, it is more helpful to build authentic relationships through mutual learning, understanding, & trust. No cash gifts given to anyone. If you feel led to give, please talk to your Lifeline

Field Guides about ways you can invest and make a long-term impact. Please ask if you are not certain about what is/is not appropriate.

Trip Photo/Social Media Guidelines

We live in a culture where every latte, sunset, or family gathering is fair game for a photo-op and social media post. But we have to be aware of how our love for photography and social media can play out on a short-term mission trip.

Reflect on the following guidelines to ensure that your photography and social media use affirms the dignity of low-income people:

1. GIVE YOURSELF BOUNDARIES:

When we enter another community, we need to set boundaries to help us remember that we are guests. The stories we hear and the scenes we see aren't ours to share with the rest of the world by default. We have to respect the dignity and privacy of the people we encounter. That means we should operate deliberately and willingly by a different set of rules in our photography and social media than we use at home.

2. RESPECT YOUR HOSTS:

Before your trip, ask your hosts about their preferences and policies for social media and photography. Some hosts may ask you to refrain from all social media use, while others may request that you don't post or photograph certain events. In particular, hosts in closed countries or areas experiencing hostility toward Christians may request that you don't post or photograph anything at all. Submit to whatever guidelines and

policies they provide, and enforce them with your team while on the field.

3. AVOID SPECTACLE MODE:

When entering low-income communities, if not careful, our use of photography and social media can be exploitative. We can unintentionally act as tourists, capturing and consuming the materially poor's images and stories as if they were a show to be observed. This dynamic dishonors the image of God in low-income people, and can contribute to feelings of shame and powerlessness that they might already feel.

4. BE PRESENT:

Even if your host allows social media, consider taking a break during your trip. Be fully present with those around you, and be aware of the Holy Spirit's movement. You will learn more, engage more deeply, and bless the people you visit more fully if you set aside the urge to document your experience for an online audience. You can share about

your trip when you return. While on the field, simply be.

5. HONOR CERTAIN SPACES:

Don't post or photograph during worship services or when in people's homes. Put all devices away during those times, ensuring that you don't distract yourself or others from entering into worship and fellowship together. Further, pulling out a phone or camera in church might be seen as rude or sacrilegious. Similarly, when in people's homes, focus all your attention on engaging with them.

6. DO UNTO OTHERS:

Before photographing or posting, ask yourself how you would feel if your roles were reversed: How would you feel if people drove down the street photographing your daughter or niece without your permission? What if they then posted the images on Instagram? How would you feel if your son or nephew randomly appeared on a church's Facebook cover image? Pause before shooting or posting, considering whether you are "doing unto others" well. Ask permission before posting pictures of or with people, and be extremely cautious of posting pictures of or with children.

7. AVOID THE SAVIOR SYNDROME:

Does what you are posting imply that you are saving people who are poor? Does it paint you as the hero and them as the helpless victim? Does it establish a provider-receiver dynamic where you have the answer to their poverty? Be

especially careful of cliché phrases like "the least of these" or "bringing light and hope" in your posts. Use any social media updates to highlight the dignity of the community and what God is already doing over the long haul, rather than elevating your own role and impact.

8. TELL THE WHOLE STORY:

Do the pictures or posts you are crafting tell the whole story about the community? Are they highlighting the beautiful and redemptive things God is doing in a community, or only the heavy and painful brokenness of poverty? Don't reduce low-income people or communities to a caricature of desperation, but also don't ignore the reality of poverty. Avoid statements like, "They have absolutely nothing," or, "They are so happy all the time." You wouldn't like your life and identity reduced to a single slice of your wide spectrum of experiences. Don't do it to others!

9. DELAY YOUR POSTS:

Mentally running your posts through these filters requires diligence and hard work. It takes effort to retrain our brains to consider others' realities in our social media use, especially when in low-income communities. If you are unsure about a draft post, walk away from it for a half an hour and then look at it again. Or, consider showing your draft to other team members to see if it strikes them as appropriate and dignity affirming. Ultimately, if in doubt, don't post.

10. SHARE WHAT YOU LEARN:

There is a place for sharing what you experience on a short-term mission trip. When crafted with the above guidelines in mind, social media and photography can be a powerful way to advocate for the work and community you visited—especially after you return home. You have an opportunity to share with your friends what you learned

during your trip, encouraging and challenging your peers to engage in the work God is doing in the world.

Adapted and expanded from Helping Without Hurting in Short-Term Missions, by Steve Corbett and Brian Fikkert (Moody Publishers).

Substance Use Policy

Use of the following **will not be permitted at any time during your mission experience.**

- Alcoholic beverages
- Tobacco, including e-cigarettes and chewing tobacco. Smoking cessation products are permitted (ex. Patch, gum, etc.),
- Illicit drugs

Losses

Lifeline Christian Mission and/or its employees or volunteers are not responsible for loss suffered due to illness, accident, injury or theft which may occur at any time in relation to your trip. We do everything possible to prevent these incidents, however, despite our efforts they sometimes occur.

Emergency Contacts

Mike Gleason 419-204-6341
Susan Hammond 859-553-6638

Financial Information

Lifeline Christian Mission considers the monies received for mission trips to be tax-deductible donations, therefore, contributions are **non-refundable**.

2025 Trip donation amount for Eastern Kentucky:

Trips start at \$75 per day (minimum of 2 days) plus transportation to/from Eastern KY and during the trip.

Includes

- lodging*
- most meals
- background check
- Lifeline Field Guide
- local ministry operations donation
- supporting services
- Lifeline t-shirt
- non-refundable deposit of \$100 per person that locks in your date.

*Trips occurring August- November will stay at a local hotel. The cost of the hotel will be an additional fee.

Additional Costs

- Travel to/from the mission field.
- Travel in the field. Groups must bring vehicles suitable for daily transport to/from the job site. Because we serve in rural areas, the drive may be up to an hour each way.
- Fuel costs during the week
- Personal snacks and drinks in addition to those provided by Lifeline.
- Occasionally, teams may be asked to purchase a few incidental supplies needed such as cleaning supplies, paint brushes, etc..

Cancellation Procedures:

Refunding trip donations: Due to the nature of tax-deductible donations, Lifeline Christian Mission (LCM) is unable to refund donations made for trip purposes. Trip

donations may be used for a future trip with Lifeline or designated for another Lifeline ministry.

The Trip is Just the Beginning!

It is our joy to come alongside our local leaders in ministry, encourage them, and see the difference that they are making in the kingdom! They are on mission to make a great impact in their communities.

Our goal is that each person on the trip will be inspired to join God on mission, too! We believe that each person is called to bring hope into their own homes and communities. How lives will be sparked on mission by God will be different for each person; but, God invites us to join Him on mission wherever that may be. We pray that Short-Term Mission Trip Experiences will be fertile ground for God to prepare His people for mission abroad, but also in their own homes, jobs, and communities.

Team Leader Information

Provide each team member with:

Team Leader should provide each team member with:

- **Link to Lifeline's Online Application.** This form is mandatory for **every participant** for **every trip** taken with Lifeline. You will receive the link to these online forms to share with your team.
- **Background check.** Inform team members that background checks will be conducted on all team members age 18 and older. If a team member has already had a background check within 2 years of travel date, the check will not need to be run again. However, they must provide a letter stating what tests were run. Please send to sandy.gleason@lifeline.org as soon as possible.
- Provide [Mission team handbook](#) and review with team members.
- Obtain **Parental Consent Form**, if applicable.
 - All minors (under age 18) not accompanied by a parent, must have a signed, notarized parental authorization. This document must include parental permission to travel to Kentucky. If neither parent is traveling with

the child, an adult on the team must be designated to act on behalf of the parents in case of emergency or sickness/accident. You can download and print [this form](#). The form will need to be notarized and carried with the adult responsible for the minor.

Prepare team members for ministry opportunities in the field such as teaching, presenting a devotional, etc. **NOTE:** If you are combined with other teams, we can provide you with email addresses of all team leaders so you can discuss and divide the responsibilities.

Oversee pre-field team building, team members' adherence to mission policies in the field and spiritual oversight.

Debrief team upon returning home.

Collect trip financial contributions and send them to Lifeline by the due dates.

- **Non-refundable deposit:** \$100 per person; Due when booking your trip
- Lifeline accepts checks and all major credit cards. Applicable fees will apply to all credit card transactions.
- If donating by check, Lifeline requests that the team leader collect all trip contributions. Lifeline requests that the sending organization (church, campus ministry, college, etc.) be responsible to collect/receive money from the participants, and then send **one check** to Lifeline at each contribution deadline.
- In order for the contribution to be tax deductible, do not include the team member's name on the Memo line.

Check payable to: Lifeline Christian Mission

Send to: Lifeline Christian Mission

PO Box 2288

Monument, CO 80132

- **50% of the balance is due 90 days prior to trip**
- **Final Payment: 60 days prior to trip**
- **Late Fee:** After the due date, please add \$50 **late fee** per person, per contribution due date.

- Provide a list of team member's names..

Coordinate the collection of all ministry items needed for the trip, if applicable.

Complete the **Gift in Kind (GIK)** form found [here](#). This is a list of purchased and/or donated ministry items you will be taking to the mission field. Lifeline must report Gifts in Kind (donated items) to the IRS. If possible, please complete the form prior to the trip.

Questions?

Contact Mike Gleason at mike.gleason@lifeline.org.

