



**Passport**

to becoming a

**Missionary  
Service Volunteer**

Through

**YFC/USA's Missionary  
Deployment**



Dear Future Missionary Service Volunteer,

Good News! We have GOOD NEWS! Taking the gospel to the world is not just an option. It's a MUST! And now you can be a part of this movement by becoming a YFC **Missionary Service Volunteer**.

We invite you to get started by becoming familiar with YFC. We have ministry in more than 100 countries around the world. All are organized and led by National Directors and Local Boards. We invite you to check it out. Go to [www.YFCI.org](http://www.YFCI.org) and [www.YFC.org/wo](http://www.YFC.org/wo) to discover for yourself, the world of YFC and our ministries.

Now is a good time to ask this question. **Are you applying for the right position?** We have three categories of missionaries - three ways you can serve the Lord with YFC overseas.

1. **Career Missionary:** Salaried employees of YFC that raise personal support for ministry, salary and benefits.
2. **Missionary Service Volunteer:** Non-Salaried volunteers that raise the funding for ministry and a per-diem living allowance. They **do not** receive a salary or benefits.
3. **Project Serve Team Member:** Teens, college students or adults who will be members of a team that will go on a project-orientated mission usually 1 to 3 weeks in length.

The purpose of Missionary Deployment is to help facilitate God's call for people in all YFC missionary categories to minister overseas, by providing systems and integrity.

We pray God's blessing on you as you explore this opportunity to become a YFC/World Outreach or MCYM (Military Community Youth Ministry) Missionary Service Volunteer.

In His Service,

The Missionary Deployment Team



## Becoming an MSV

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### *Note to MSV's Just Beginning This Journey:*

This packet that you are in the middle of reading is mostly about the business side of ministry. This information is very important! BUT – there are two other aspects of ministry that we want you to be aware of: Head and Heart.

- ❖ Head: Your training to be an MSV is important. Take it seriously! We send you books and have you take personality assessments to help you better understand yourself and the cultures you will be entering into so that you will be more effective ministers. Your training begins before you leave, continues on throughout your time overseas and for the rest of your life. You may be required to attend an MSV orientation that is created to enhance your experience- both before you leave and once you arrive at your location.
- ❖ Heart: Being an MSV is all about reaching the youth of the world with the life changing message of Jesus Christ. This message is the heart of why you are going to serve overseas. Keep this truth as the foundation of all that you do. And remember that you will not be as effective as you can be unless you are intimately tied into Jesus Christ! Make it a priority to seek God first in all that you do for your sake and the sake of the youth you will be ministering to!

OK...now onto business! ☺

### *What You Need to Do: A Checklist*

Note: For those desiring to serve less than a year as an MSV, Laura Schmidt will be your contact at [lschmidt@yfc.net](mailto:lschmidt@yfc.net)

- ❑ Call YFC/USA's Missionary Deployment 303.843.6725 or 303-843-9000 and ask for:
  - Laura Schmidt to discuss your desires and the process. You can also email us at [worldinfo@yfc.net](mailto:worldinfo@yfc.net)
- ❑ For opportunities to serve check out [www.yfc.org/worldoutreach](http://www.yfc.org/worldoutreach) and search 'Opportunities'.  
For more information on Youth for Christ in general, check out [www.yfc.org](http://www.yfc.org), [www.yfcmym.org](http://www.yfcmym.org) and [www.yfci.org](http://www.yfci.org)
- ❑ Application and References:  
Go to [www.yfc.org/worldoutreach](http://www.yfc.org/worldoutreach) for our online application and reference form
- ❑ Email, mail or fax in your application and references to Laura.
- ❑ Phone Interviews: We will call your pastor, several references, and you.

- Upon acceptance, you will be asked to please mail in a \$150 deposit (checks made out to YFC with your name in the memo line)
  - This opens your MSV account for donor processing.
  - This \$150 donation covers the cost of the MSV resource box. The resource box is sent after we receive your \$150 check.
- Receive the MSV resource box which includes:
  - DVD: Short history of YFC, World Outreach, Africa G-21, Military Youth Ministry (can be used in fundraising presentations)
  - MSV CD
    - World Movie for Fundraising Presentations
    - Power Point for Presentations
    - YFC Font – This should be loaded on your machine so the PowerPoint presentation shows the YFC logo.
    - Supervision Manual
    - World Outreach fundraising guide
    - Sample fundraising letters
    - Instructions on how to look up your account donations online
    - Book questions
    - Protocol for representing YFC in the USA
    - Debriefing questions
  - Books for training
    - Cross Cultural Conflict
    - Foreign to Familiar
    - Funding your Ministry
    - Emotional Dependence
    - If you're an MCYM candidate, you will not receive Cross Cultural Conflict, you will receive Your First 2 Years in Ministry instead.
  - Materials for your first fundraising letter. We call this a letterbox.
    - 100 pieces of stationary
    - 100 #9 self-addressed response envelopes
    - Response slips/ Pledge forms
    - \*\*when you do your own letters, they must be approved by Missionary Deployment before you send them, and then Missionary Deployment should be put on your mailing list so that we can put a copy in your file... mail to YFC/USA World Outreach, PO Box 4478, Englewood CO 80155, attn. Laura
  - Paperwork and Personality tests
    - Medical release form
    - Submission to leadership form
    - Liability release form
    - Myers Briggs and Taylor Johnson assessments \*TBD
    - Large return envelope to return the completed forms, personality tests and book questions. You may also return these documents at MSV Orientation.
- **Attend a 3-day MSV Orientation in Denver.**

**\*\*Note:** A minimum of 5 people need to be scheduled to attend each MSV Orientation, or it will be cancelled.
- Contact with National Director/Supervisor regarding assignment- for International World Outreach MSV's.

- World Outreach will facilitate contact between Missionary and National Supervisor once missionary has been officially accepted.
- Email Correspondence—once you are connected to field staff, get to know them and how you can serve them best!
- It may be possible to arrange a pre-field visit with your National Supervisor if you are traveling there or they are traveling in the States.
- Develop a preliminary Job Description with National Supervisor and/or Missionary Deployment staff. Email Job Description to [worldinfo@yfc.net](mailto:worldinfo@yfc.net) at the Missionary Deployment office.
- We will work with you to establish a budget
- **All donations are charged 10 % service fee.**
- Start fundraising. Please email Laura [lschmidt@yfc.net](mailto:lschmidt@yfc.net) a draft of your letters for feedback and approval. If you attend an MSV Orientation and/or are serving more than 6 months, you will submit a database to Missionary Deployment and we will send out your letters from this office.
- Send an e-mail confirmation that you completed your training (watched video and read books). Send in book questions.
- Check-in with the Missionary Deployment office weekly to see where you are with your fundraising.
- Take appropriate steps to get the shots you need for the country you are going to be serving in (if applicable). <http://www.cdc.gov/travel/>; [http://travel.state.gov/travel/tips/brochures/brochures\\_1229.html](http://travel.state.gov/travel/tips/brochures/brochures_1229.html)
- Take the appropriate steps to acquire a visa to the country you will be serving in (if applicable). <http://www.embpage.org/fullcountrylist.asp>; <http://www.traveldocs.com>; [http://travel.state.gov/travel/tips/brochures/brochures\\_1229.html](http://travel.state.gov/travel/tips/brochures/brochures_1229.html) If you're going overseas for a short period of time, try to obtain a "tourist" visa to see if that will work for the particular country you are serving in. We cannot guarantee that the country of your choice will provide you a visa. In the post 9/11 world, obtaining visas has become more difficult, especially for Americans. It is possible you will be denied a visa. Therefore, please do your research in advance to determine the appropriate steps needed to obtain a visa, if possible.
- If you are insured through your school or under your parent's policy, make sure it covers you overseas and send us a copy of the insurance card. If you do not have insurance, take the appropriate steps to acquire insurance for the time you will be gone. <http://gnihealth.com/YFC/YFC.htm>; [www.missionaryhealth.com](http://www.missionaryhealth.com); [www.imglobal.com/provider](http://www.imglobal.com/provider); [http://www.visitorsinsurance.com/missionary\\_travel\\_plans.php](http://www.visitorsinsurance.com/missionary_travel_plans.php); <http://www.missionaryhealth.com/>
- Complete your fundraising. **MSV's are required to have 100% of their budget before purchasing their airfare to leave.** You may cover your budget in 1 of 3 ways:
  - 1) Fundraising. This includes funds from parents.
  - 2) Personal contributions—funds you send in from yourself.
  - 3) A combination of the fundraising and personal contributions.
 Please note: All funds, whether raised or sent in from yourself, should be sent to your MSV account at Missionary Deployment.
- Complete your final paperwork.

- ❑ Request approval from Bill Housley ([bhousley@yfc.net](mailto:bhousley@yfc.net)) if serving internationally or Bill Springston ([bspringston@yfc.net](mailto:bspringston@yfc.net)) if you are serving with MCYM, to purchase your airline ticket.
- ❑ Purchase your airfare.
- ❑ Turn in your receipts for your airfare, visa, passport, postage and travel insurance before you leave. These items will be reimbursed to you as funds are available.

### **Before you leave for your MSV assignment:**

- ❑ Email your flight itinerary Laura as well as to your contact person in the international program, so they can arrange your airport pickup.
- ❑ Send Laura deposit slips (including your account information) for the account you would like funds to be sent to during your time overseas. Please include the name, street address and phone number of your bank.
- ❑ Send in a copy of proof of health/travel insurance, a copy of your passport (picture page) and visa (if applicable) to Laura via email ([worldinfo@yfc.net](mailto:worldinfo@yfc.net)), fax (303.843.6793) or normal mail at YFC/USA World Outreach, PO Box 4478, Englewood CO 80155, attn. Laura.
- ❑ Contact National Supervisor with dates of arrival and pick up information. Make sure to get the name and phone number of the person who will be picking you up from the airport. Please send this information to Laura via email.
- ❑ Email Laura a list of contact information (address and phone numbers) for where you will be staying overseas (including the contact information of the ministry site where you will be serving), as well as a list of emergency contact information for people in the States. **\*\*Please remember that it is your responsibility to inform Missionary Deployment if your contact information changes at any time!\*\***
- ❑ We want to pray for you before you leave, so we will ask you to call during our Tuesday morning staff meeting prior to your departure.
- ❑ Please send a copy of your prayer requests to our Pastoral Care Staff. Ron & Ruth Berger [rutheberger@earthlink.net](mailto:rutheberger@earthlink.net)

### **When you return from your MSV assignment:**

- ❑ Complete and email back your Debrief Evaluation form to Laura (lschmidt@yfc.net)  
This will be emailed to you when you complete your assignment
- ❑ Contact Bill Housley (303.843.6721) or Bill Springston (719.337.0217) to set up a time for an Exit Interview either by phone or in person at the Missionary Deployment office.
- ❑ Send out a final letter to your donors about your experience.
- ❑ After your exit interview, you should read the book Re-Entry which was included in your Resource Box.

## Who to Contact

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### The Missionary Deployment Service Team

#### **YFC/USA Chief of Staff**

Royal Benjamin  
[rbenjamin@yfc.net](mailto:rbenjamin@yfc.net)  
303.843.6792  
Emergency Cell 303.882.9328

#### **Executive Assistant to Chief of Staff and Overseas Insurance Supervisor:**

Char Norman  
[cnorman@yfc.net](mailto:cnorman@yfc.net)  
303.843.6778

#### **WO Director– Recruitment, Training and Supervision**

Bill Housley  
[bhousley@yfc.net](mailto:bhousley@yfc.net)  
303.843.6721  
Emergency Cell 303.570.9630

#### **Full Time Missionary Processor**

Megan Lake  
[worldinfo@yfc.net](mailto:worldinfo@yfc.net)  
303.843.6742

#### **MSV Processor**

Laura Schmidt  
[worldinfo@yfc.net](mailto:worldinfo@yfc.net)  
303.843.6725

#### **Assistants to Missionary Deployment**

Tracy Hagen  
Evelyn Rudolph  
Helen Peterson

#### **Letter Production**

Ann Wills  
Sallie Brown

#### **Pastoral Care**

Ron and Ruth Berger  
[rutheberger@earthlink.net](mailto:rutheberger@earthlink.net)  
Hm. 360.638.2113  
Bud and Carol Sparling  
[desparling@aol.com](mailto:desparling@aol.com)  
Hm 303.766.1836  
Paul and Virginia Nurmi  
[Yfc4kids@aol.com](mailto:Yfc4kids@aol.com)  
Lynn Ziegenfuss  
[lynnziggy@aol.com](mailto:lynnziggy@aol.com)

#### **Database & Donation Entry**

Belinda Hume  
[bhume@yfc.net](mailto:bhume@yfc.net)  
303.843.6735

#### **Support Services Manager**

Cheri Armstrong  
[carmstrong@yfc.net](mailto:carmstrong@yfc.net)  
303.843.6760

#### **Missionary Deployment Fax Number:**

303.843.6793

#### **Missionary Deployment Mailing Address:**

World Outreach  
PO Box 4478  
Englewood, CO 80155



## Missionary Service Volunteer Summary

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- Time commitment: 12 months or less
- Contact Person: Laura Schmidt—303.843.6725 or [lschmidt@yfc.net](mailto:lschmidt@yfc.net)
- Documentation: Application, pastoral reference and two other references, background check, liability release, submission to leadership, medical release, personality assessments.
- Employment status: Non-salaried volunteer with per-diem allowance.
- Benefits: None. **Proof of health and/or travel insurance is required.**
- Training Required: Read *Cross Cultural Conflict, Foreign to Familiar, Co-Dependency* and *Funding Your Ministry*. MSV's are required to attend MSV Orientation in Denver.
- Optional Training: Summer Institute of Youth Evangelism (see [www.yfc.org](http://www.yfc.org))  
Missionary Training International and Language School (see [www.mti.org](http://www.mti.org)).
- MSV Examples:
- Y-1 in Northern Ireland
  - Volunteer program in South Africa, New Zealand, Rwanda, Serbia, Mexico and many other locations
  - Summer Internships
  - A retired person who wants to serve for a short time
  - A college person who wants to take a year off
  - Someone who does not need a salary or benefits
  - Someone who serves as a volunteer on an irregular basis

## Missionary Deployment Responsibilities

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The Missionary Deployment Department at the YFC/USA National Service Center (NSC) is here to assist the Missionary Service Volunteer (MSV) by providing the following:

1. Matching Volunteers with Ministry opportunities.
  - a. YFCI National Directors communicate their ministry needs to the World Outreach or MCYM team.
  - b. The Missionary Deployment team matches your desire and talents to these needs for appropriate placement.
  - c. Missionary Deployment consults with your pastor regarding your church's endorsement.
2. Missionary Deployment Team oversees your ministry support:
  - a. We ensure accountability and integrity to donors.
  - b. We provide tax-deductible receipts to donors.
  - c. We process the reimbursement of approved expenses.
  - d. From your missionary support account we issue your per-diem.\*
  - e. We provide online access to view donation reports.

\*How the per diem works: Part of your budget will be a dollar amount that shows how much your food, housing and local transportation will be per day, in the country you'll be serving. *As funds permit*, we will send you your first 1-2 month's per diem prior to you going overseas. Once you're overseas, we will send your per diem check to your stateside bank account (you'll need to provide us with your bank deposit slips) the 2<sup>nd</sup> or 3<sup>rd</sup> week of each month *for the following month*. If your supporters who made monthly pledges have not sent in their donations faithfully, and your entire per diem amount for that month is not in your missionary account, we will send you only what is in your account.

3. Training, Supervision and Pastoral Care: We provide you with self-study materials, e-mail pastoral care and ministry oversight. YFC International staff provides onsite supervision.
4. All MSV's are expected to be proactive in accomplishing their ministry. It is the responsibility of the MSV to be in continual contact with the Missionary Deployment office. The checklist enclosed is designed to help MSV's accomplish what they need to do in order to get to the overseas mission field. Continued contact with the Missionary Deployment office is suggested while using the checklist. Don't wait for us to call you....call us.

# Youth for Christ's

## Statement of Faith

1. We believe the Bible to be the inspired, the only infallible, authoritative Word of God.
2. We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
4. We believe that for the salvation of lost and sinful people regeneration by the Holy Spirit is absolutely essential.
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.
6. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.
7. We believe in the spiritual unity of believers in Christ.