



## 2012 Mission Trip Planning and Leadership Handbook

# Prince of Peace Home for Girls

San Cristobal, Guatemala Office: 859.408.9611

[www.princeofpeacegt.com](http://www.princeofpeacegt.com)

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Dear Group Leader,

Thank you so very much for your desire to send a team to [Prince of Peace Home for Girls](#). We will be praying along with you for God's will in all the details of this proposed trip so that this can be the safest and most beneficial time possible for all.

Please confirm the dates of your trip and provide us with flight information as soon as your reservations have been made so that we can calendar you and be prepared.

1. When planning to serve at Prince of Peace your contribution is vital. Your physical presence is an incredible blessing to each of the girls; however, it is your financial contribution is equally important. In an effort to move the program forward, we ask that each team member contribute \$100.00 towards the project which your team will be serving to improve or future improvements. This financial investment will greatly aid in future development of the Home.

2. The \$30 /person/day Room, Board, and Transportation fee per night should be received by us at least 45 days prior to your arrival in Guatemala. (check to Prince of Peace Ministries, Inc. and mailed to us at P.O. Box 1344, Mt. Sterling, KY 40353 or visit [www.princeofpeacegt.com](http://www.princeofpeacegt.com) and click on the "Give Now" Button.

Please review the materials and feel free to ask any questions you may have. We are grateful for your willingness to assume the responsibilities of Group Leader and trust that this will be a rich experience for all of you.

May the Lord richly bless you as you seek to do His will.

In His service

*Jim Hines*

Jim Hines  
Director  
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## Mission Trip Requirements

The following requirements will help us ensure that your trip will be safe, enjoyable, productive, and as positive an experience as possible. Life in Guatemala is definitely different than the U.S. We cannot explain all of our reasons for everything, but rest assured that the experience of many organizations such as ours indicate that there are very good reasons for everything on this list. They are meant to make your life (and ours) easier, not harder. Thank you for your comprehension and cooperation!

### **Who can come on a short term mission trip?**

Most of the people who come with a team to [Prince of Peace Home for Girls](#) are those who are born-again believers who share the following basic tenets of faith and who desire to share the Gospel and “to lift the burden from the poor, the afflicted and the needy.”

There may be some who are not at the point of accepting all the basic tenets of our beliefs, but who are welcome to join us provided they are willing to work harmoniously within our framework and be open to growth and change and fulfill the requirements of team members.

### **Team Members Should:**

1. Either be born-again believer in the Lord Jesus Christ or willing to work in a cooperative, positive way with those who are.
2. Be open to work with other persons from different Christian backgrounds.
3. Be in agreement with, or at least not opposed to, our Statement of Faith (see page 4)
4. Be a regular attendant of a church or under the authority of an organization who assumes responsibility for you while a member of a visiting team.
5. Be 18 years or older or accompanied by a parent or guardian. Children must be over the age of 6 to visit [Prince of Peace Home for Girls](#).
6. Should be willing to follow the directions of those in authority.
7. Must have a valid U.S. passport. If you have a valid passport from another country, please call your nearest Guatemalan Consulate for special instructions.
8. Should be in good physical, emotional, mental, and spiritual condition. The stresses of travel and staying in a foreign culture can be demanding.
9. Hepatitis A vaccination is recommended but not required.
10. Smoking is NOT permitted on the campus. Any use of illicit drugs or alcohol is strictly prohibited when visiting Prince of Peace and applies to all team members.
11. All financial settlement will be the responsibility of the team leader.

### **Room/Board/Transportation Fee**

\$30.00/person/day – 45 days prior to arrival in country. Any additional spending money for personal use (souvenirs, extra snacks, etc.) can be exchanged at the airport or by Prince of Peace staff when you arrive. It is very important to bring US bills in very good condition without cuts, marks or heavy wear as the banks will not accept these. Checks are NOT accepted.

## **Purpose of our Mission Teams**

- To serve the Lord in a foreign country.
- To help with work projects or other projects for the needy in Guatemala.
- To expose team members to a third-world culture.
- To learn, to grow, to bless.
- To discover how better to support missionaries from home.
- To encourage and pray for missionaries on the field.
- To explore the possibility of being a full-time missionary.
- To love and interact with and become sponsors of girls at POP.

## **Statement of Faith**

### **WE BELIEVE...**

- In God the Father, the Almighty, the Creator of the heavens and the earth.
- In the eternal deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His substitution death on Calvary for our sins, in His triumphant bodily resurrection from the grave, in His exaltation as Lord of all and in His indwelling victorious life within His body, the church.
- In salvation by faith alone through the shed blood and the regenerating Spirit of Jesus Christ, and that all men are lost apart from the saving grace of Jesus Christ.
- That the true church is composed of all those who, through Him, have been born again.
- The Bible to be the inspired and infallible Word of God to all mankind, the rule (canon) of all our faith and moral conduct.
- In the present fullness and operation of the Holy Spirit in the lives of men and women, whose workings are the source of all holiness and grace and the mainspring of all gifts of ministry, and by whom the Father is presently and finally restoring and renewing the Body of Christ in all the earth.
- In carrying out the Great Commission of our great God and Savior Jesus Christ to evangelize the lost and to lift the burden from the poor, the afflicted, and the needy.
- In the personal and literal return of our Lord Jesus Christ and in the triumph of His universal and everlasting Kingdom,--world without end! Amen.

## Travel and Health Information

### Travel Tips

- An open mind is the beginning of a good experience.
- Take your spending money in small denominations and crisp, new bills.
- Travel in a spirit of humility with a genuine desire to meet and talk with local people.
- Do not expect things to be as they are in the US. Many things are different. Find out all you can about a new place.
- Do not let others get on your nerves. You have come a long way to be an ambassador of Christ, to teach as much as you can, to learn as much as you can, and to enjoy the experience.
- Do not worry. One who worries has no pleasure.
- Do not judge the people of the country by the one person with whom you have trouble. This is unfair to the people as a whole.
- Cultivate the habit of listening and observing, rather than merely hearing or seeing.
- Realize that others may have different thought patterns or concepts of time-not inferior, just different.
- Be aware of the feelings of the local people to prevent what might be offensive behavior. Be particularly respectful of other people and cultures when taking pictures.
- Spend time reflecting on your daily experiences in order to deepen your understanding of your new experiences.
- Prayer is the key to a successful trip!
- Americans easily stand out. Anyone can spot them. Be careful and aware.
- Look out for each other. Develop a sense of group identity. Be aware of what the group is doing and where it is moving. Stay together. Be accountable for each other. The Buddy System is strongly encouraged.
- Bring along a photocopy of your passport. This makes replacing it much simpler if it is lost. Remember: do not lose your tickets or passport!
- Do not wear expensive jewelry.
- Do not flash around money, cameras, computers or other valuables.
- Do not bring short shorts, spaghetti straps, low cut blouses or other inappropriate clothing.
- If pants are worn by women, knee length pants are necessary to visit villages and to attend church.
- Bring sunscreen as the tropical sun can be very strong.
- Bring Imodium (anti-diarrheal) just in case.

### Please Note

Health Care is available but it is not the same as in the United States. Also realize that the elevation is more than 5,000 feet and the terrain is mountainous. Therefore,

- If you have a major illness/hospitalization in the last year
- If pregnant
- If you are on heart medication

**Please consult with your personal physician before deciding to make the trip. If you have an accident or illness while in Guatemala you will be responsible for the incurred expenses. You should have a major credit card to support all expenses.**

## Overview for Team Leader

### Financial Investments

#### Food Housing and Transportation costs

- \$250.00 reservation deposit fee non-refundable per team. Send payment to address below or make payment via website click “give now” at [www.princeofpeacegt.com](http://www.princeofpeacegt.com).
- \$ 30.00 per night for each team member over 6 years of age. Children under 6 are not permitted to join a team. This covers the food, housing and transportation per team member during their visit at Prince of Peace.
- \$100.00 per person is requested but not mandatory to be used on current projects or future improvements of the Home

Reservation deposit should be sent at time of team reservation is made. The reservation deposit should be deducted from the overall cost of the team. It is non-refundable after the trip.

Please send one check to Prince of Peace Ministries, Inc. to cover the total amount for your team. Send to - Prince of Peace Ministries, Inc., P.O. Box 1344, Mt. Sterling, KY 40353 in time to be received by us at least 45 days prior to departure or via website listed above.

### Mountain Ministry

The first time Prince of Peace visited “the mountain” with rice and beans our group was assigned to “granny’s house”. I had no idea who Granny was or that she had 6 daughters who had over two dozen children. I had no idea they were all living together in a simple house with a tin roof and mud floor. I’ll never forget our group walking down the dirt stairs dug out of the hillside and seeing Granny standing over an open fire in her kitchen with water boiling. Using one of our Prince of Peace girls to translate, I asked her what she was cooking. Her reply will stay with me forever.

“Nothing child, we have no food, but I heard you were bringing rice and beans and I had enough faith to get the water hot so I would be ready to cook!” Wow, if only I had the faith of Granny Lucia! God galvanized so many thoughts in my mind at that very moment. How fortunate I was to be living in America with so many blessings, but He also placed in my heart a sense of responsibility that I cannot describe to be His hands and feet, to go and do, to open my eyes and my heart. Since that memorable day, I’ve been back to Granny’s house 19 times with other groups, but in reality, Granny never leaves my mind or my heart. Tears fill my eyes as I write these words knowing that God has control of every situation, but I also know that to be a part of His mission I need to go and do. I need to give and to love, to be willing to step out of my fast paced, busy life so God can use me to make an eternal difference in someone’s life. For me, it was a mountainside in Guatemala. How about you? Are you willing to meet God on a mountainside when He calls?



Written by and pictured – Darrell Brock & Granny Lucia

## Contact with Prince of Peace

- Prince of Peace email: [poppua@gmail.com](mailto:poppua@gmail.com)
- Web Site Address: [www.princeofpeacegt.com](http://www.princeofpeacegt.com)
- Telephone Numbers from the U.S.: 011-502-2443-3433 and 3243
- Magic Jack: 859-408-9611
- FAX Number: 011-502-2443-3242
- Trip plans, schedule, and details email: [leighafisher@msn.com](mailto:leighafisher@msn.com)

## Serving Together to Change Lives

Pictured Back row: Lissett, Dr. Jim, Ms. Kay, Nancy & Art Moran

Front row: Violeta & Laura



## Suggestions for Planning a Trip

This is a checklist of suggestions—not requirements

- Pray.
- Coordinate potential dates of trip with team leaders. Read the manual and complete required paperwork.
- Make \$250.00 deposit payment to Prince of Peace Ministries P.O. Box 1344; Mt. Sterling, KY 40353 when trip dates are secured. You can also give online under the “Ways to Give” tab.
- Ensure trip interest meeting is schedule 3-5 months out from date of trip.
- Team leaders pick dates for all meetings.
- Determine budget. Be sure to include
  - Flight ticket cost.
  - Cost of housing, food, travel, ministry costs while in country.
  - Trip Insurance
  - Team Prep
  - \$100/person project money.
  - \$250 team deposit.
- Insure all team passports are valid with an expiration date of 3 months past the end date of the trip.
- Communicate with Trips Coordinator for Prince of Peace Leigh Fisher at [leighfisher@msn.com](mailto:leighfisher@msn.com) or 301-351-9952.
- Pray more.
- Suggested trip insurance - Overseas Travelers Protection Plan [www.otpplan.com](http://www.otpplan.com). This is an inexpensive travel insurance that will support an individual if medi-vac services would be needed. If you have an accident or illness while in Guatemala you will be responsible for the incurred expenses. You should have a major credit card.
- Plan training meeting/orientation.
- Plan what will be done as debriefing for team.
- Send payment for food/housing and transportation to Prince of Peace Ministries P.O. Box 1344; Mt. Sterling, KY 40353. This should be received in Mt. Sterling no less than 45 days prior to arrival.
- Arrange dates, times and places for fundraisers for personal expenses as well as team project expenses.
- Check on transportation/drivers for the team to and from the airport in the USA.
- Collect list of emergency contact numbers from team members (who is to be contacted in case of any problems while on the field.)
- Select someone to be the US contact person for the team. This person should have:
  - a. Emergency contact info
  - b. Copy of passports
  - c. Copy of airline tickets
  - d. Phone numbers and e-mail addresses on the field
- Decide if your team will have a follow-up meeting.
- Monitor financial income for the trip and set deadlines.
- Make plans for a team gift to missionaries.
- Continue to grow prayer support.

## Key Facts of Guatemala

Guatemala is in Central America, just south of Mexico. It is also bordered by Honduras, El Salvador, Belize, the Pacific Ocean, and the Caribbean Sea. The time zone is equivalent to the central time zone in the U.S. but Guatemala does NOT observe Daylight Savings time. The population is about 12 million.

### **The Capital**

The capital, Guatemala City, has the population of about 2.3 million people in the metro area in the 2002 census. It stands at 5,000 feet above sea level. While parts of Guatemala City are modern, other parts are very poor. Antigua was the capital prior to the earthquake of 1772. The capital moved to its present location in 1772.

### **Religion**

Once primarily a Catholic country, estimates now indicate that 10 % of Guatemalans are evangelical (Protestant) and the rest Catholic. Many of the Protestant churches are very conservative, especially in the rural areas. In many areas, rituals that refer to the ancient god of the Maya have been preserved over the centuries and are still performed today. Witchcraft is also prevalent.

### **Language**

The official language is Spanish, but there are over 23 Indian dialects. Some English is spoken, especially in the business areas of the capital and tourist areas.

### **Contrasts in Climate**

Guatemala is called "The Land of Eternal Spring." While the average temperature is between 68 and 75 degrees all year round, near freezing weather can occur in the mountainous regions, and temperatures may climb to 100 degrees in the coastal regions. It is advised that sweaters or jackets be brought to wear in the early mornings and the evenings. There is no heat in the buildings unless there is a fireplace so it can get quite chilly. The rainy season is from about May to October, when it often showers or rains in the afternoon or evening, with sunny skies before and/or after, but there can be prolonged times of heavy rains.

### **Currency**

The Guatemalan currency is called the "quetzal" (pronounced "kate-sal") which is often referred to as "Q's" and in written form appears as Q10 for 10 Quetzales. It is suggested that all monies be exchanged in Guatemala as there is usually a better exchange rate here. Most major credit cards are accepted in restaurants and nicer shops, but often the best bargains are found on the streets of the local markets. Your team leader will assist in the exchange of money upon arrival in country.



## **Transportation**

Busses are the main source of common transportation in Guatemala. It is also a very exciting and dangerous form of travel, with careless drivers and thieves.

## **Electrical Current**

Standard American plugs and 110Volts are used in Guatemala when electricity is available!

## **Food**

Typical Guatemalan food consists of black beans, rice, tortillas, squash, roasted corn, potatoes, beef, pork, chicken, tamales, tostadas, enchiladas, etc. It is recommended not to eat raw fruits and vegetables UNLESS they have been disinfected properly, or any food sold on the streets unless factory-packaged. The food at the Home is safely prepared.

## **Agriculture**

Agriculture is the main occupation in the rural areas. Coffee is the leading export crop, of which over two million bags are exported to Germany and the United States. Guatemala is also a big exporter of bananas, pineapple, cotton, sugar cane, roses, macadamia nuts, and other tropical crops.

## **Natural Resources**

Guatemala's rich soil is important to such trees as mahogany, cedar, and cypress. Small amounts of gold, silver, jade, lead, zinc, and malt are mined, as well as oil.

## **Education**

About 65-80% of Guatemalans can neither read nor write. In the large cities there are many public and private schools, and there is a law stating that children over 7 must attend. Nevertheless, many children even in the cities do not attend school, and in the rural areas there are few schools and even fewer children are able to attend. The Government has started an alphabetization program and other things to try to correct the situation, but progress is slow at best.

## **Arts and Crafts**

The indigenous people are famous for their weaving. Each tribe wears its own distinct tribal attire. Paintings are becoming more prevalent. The marimba, a type of xylophone made of wood, is the national instrument and is used much in folklore. Marimba bands play popular and classical music throughout the country.



**Antigua:** The Main Market, Central Park, earthquake ruins, La Merced Catholic Church, and so much more.

## Important Considerations While in Guatemala

### **Customs and Immigration**

- U.S. citizens do not have to have a visa to enter or depart the country but must have a passport that is valid for at least 3 months after planned exit date.
- U.S. citizens must carry identification with them at all times. A copy of your passport is fine while in country.

### **Health and Hygiene**

- Do not drink water from faucets in Guatemala—it is almost always contaminated. Water at Prince of Peace is treated and safe to drink and brush your teeth.
- All fruits, vegetables, dishes and utensils should be disinfected before using.
- Do not eat any of the luscious looking foods sold on the streets.
- Excessive diarrhea should be treated with rehydration salts in pure water. Speak with Dr. Jim if sick.
- Good doctors and hospitals are available in Guatemala if needed. Keep team leader updated if there is any sickness.
- Toilet paper cannot be thrown into most toilets because of the inadequate plumbing systems.
- Always carry small packets of tissue/toilet paper and hand sanitizer with you.
- Dogs, cats, birds, etc. are very dirty in Guatemala. They carry many diseases, lice, and fleas. Please do not pet them!

### **Safety**

- Passport should be kept in a safe place. Always carry a copy with you when off POP property! Team leader will secure passports upon arrival in Guatemala.
- Valuable jewelry should not be worn—if you can't afford to replace it, don't take it. J
- Wallets should be carried in a front pocket or a hip pack.
- Never go anywhere alone off of Prince of Peace property.
- Do not take photos of police or other military personnel. It is common to men in uniform carrying guns.
- Remember, in Guatemala, North Americans do not have rights. We are subject to the laws of Guatemala.
- Do not flash money or valuables in public.
- Prince of Peace Home Ministries, staff or representatives are not responsible from broken, misplaced, or stolen items such as iPods, MP3 Players, CD players, Cell Phone, iPads, Blackberry, Computers, video equipment or any type electronic device.

### **Prince of Peace Girls**

- The houses and the school areas are off limits except for designated scheduled times.
- Please check with leadership of Prince of Peace prior to giving candy, gum, gifts, or money to the girls.
- Please do not make promises to the girls that you cannot keep.



- Please be sensitive to the needs of all the girls.
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- We try to make the home a real family, therefore, please respect the boundaries and guidelines put into place by Prince of Peace Staff.
- The girls are never allowed to go off the grounds without permission from the Home Director.

#### **Misc.**

- Do not be frightened by every day presence of guns.
- When shopping on the streets or the market, it is expected to barter.
- Pedestrians do NOT have the right of way!
- Please do NOT leave the grounds of the Home without consulting the Team Leader first.

#### **Suggestions on What to Bring and How to Pack It**

- Passport, copy of your passport. It is also a good idea to keep a photo copy of the information page of your passport in a different location than your original.
- Cash-Bring some cash with you for items you may wish to purchase-credit cards are not always accepted. Bring crisp new bills in denominations of 10s, 20s and 50's to be used when exchanging funds.
- Camera/Extra batteries and film if needed.
- Bug spray-non aerosol form is best and must be put in checked luggage if more than 3oz.
- Shorts, or Capri pants—no Daisy Dukes. 😊
- Sightseeing clothes-modesty is the best policy, stay away from short shorts and spaghetti strapped tops; closed-toe shoes are best for sight-seeing. Bring comfortable shoes.
- Dress clothes for Sunday-girls please have a skirt or dress; men-please have a pair of dress or khaki pants. Our church is contemporary.
- Toiletries-POP has towels but you can bring your own if you want.
- Antibacterial hand lotion/hand sanitizer-VERY important.
- Sweatshirt/light jacket.
- Comfortable clothes to sleep in (it is dorm style living).
- Jeans/wind pants-can be chilly.
- Ear plugs—Roosters, snoring, dogs and more roosters.
- Bible/Journal/Pen.
- Flashlight.
- Sneakers/closed toe shoes/comfortable shoes.
- Water bottle.
- Sunscreen.
- Day pack/backpack/hip pack.
- Personal medications; suggested OTC drugs to bring-Imodium, Tums, Tylenol, sinus/cold med, antihistamine.
- Personal snacks—if you feel the need.
- Pictures of family-the girls love to hear about your life back home.
- Travel sized toilet paper or small packets of tissue paper (restrooms outside the compound may not have toilet paper).
- Rain gear (especially during May to October).

Prince of Peace will supply beds, 1 pillow, linen, blankets or sleeping bags, towels, bath and laundry soap, toilet paper, pure water, 3 meals a day and snacks. If the team is over 24 persons, it would help if some

could bring a few towels, pillows, sheets/pillowcases, extra blankets and/or sleeping bags. Our normal sleeping accommodations can handle 12 people in each of two dormitories, for a total of 24.

## Debriefing and Returning Home

Please think through and write answers (in journal or separate piece of paper) to the following questions before your team debriefing session. These questions will help you process your experiences as well as facilitate an evaluation of the trip.

It is one thing to go on a trip and have a great time. Many do. But it is quite another to go on a trip and allow the experience to change you and the world in which you live. The process of responding is an ongoing one that requires you to make decisions day by day. It requires ongoing action. Your trip only began the process which is not finished.

The time to process your experience is while things are still fresh in your mind. Think through what you saw while in the country and with the people. Reflect on the situations, in which you lived and served. Go back and try to relive the feelings you had when you were confronted with needs. How did you feel about yourself and your life?

Begin by remembering the different things you saw on the trip—both expected and unexpected.

### A. To enrich the spiritual lives of individual team members

1. How did I see God at work during the trip...both personally and with the team?
2. What did God do that you did not expect?
3. No way will I ever forget...
4. What would God have you do with this experience?
5. What made me laugh?
6. What made me cry?
7. God has taught me .....through this missions experience.
8. What are the things that I am learning about God's character?
9. God touched my life using (team member) or (child) in this way...
10. How have I been changed?
11. How might I use my time, money or resources differently based on what I experienced?
12. The hardest part of leaving is...

### A. Telling your story

1. What are 5 things that you found impactful?
2. Narrow it down to 3 things.
3. Prepare one story to tell.
4. Tell it in one minute or less.

Your ministry does not end at the end of the trip. The purpose of carrying Christ's love to others continues throughout your life no matter where you are.

James 1:27 “Religion that God our father accepts as pure and faultless is this: to look after orphans and widows in their distress and to keep oneself from being polluted by the world.”