

*A Ministry of Sovereign Grace Fellowship*

## **Individual Information Packet**

[HomelandMissions.org](http://HomelandMissions.org)

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# Code of Conduct & Guidelines

## **Semper Gumby**

While we purpose to get much work done during your stay, we are neither a construction company nor the military. Our main goal is to encourage one another, help those in need, and to foster Christian fellowship and ethics. Therefore we have adopted the motto – SEMPER GUMBY – which means ‘*always flexible*’.

Our staff will make any necessary changes to time schedules according to the specifics of the week. As with all things in His providence, reality rarely matches our plans, so stay flexible.

*“The mind of man plans his way, but the LORD directs his steps.”* – Prov. 16:9

## **Living Space & Sleeping Arrangements**

Our worship area is where we house our volunteers. Depending upon the amount of youth and/or sleeping requirements, our facility can hold up to 35 people. In order to facilitate order and good use of space, the following procedures should be followed:

**Dormitory-style Set up** – Lay out your bedding, dormitory-style (perpendicular to the walls), side by side in a row. If you have a cot, stow your gear underneath it. If you have a mattress, put your gear at the foot of your bedding.

Please do your best to keep the center of the worship area open and clear of bedding and personal items unless another row of beds is needed.

*[Note: Only single-sized air mattresses are to be used.]*

**Stay Compact** - Do not open up your bags and spread your belongings everywhere. Use your bag as your dresser, taking out what you need and restoring things inside when not in use.

**Valuables** - The church space is open to the public during the week, so please help us keep the visible space neat by keeping your bags packed and for safety reasons please keep your valuables (phones, iPods, cameras, purses, etc.) either on you or packed away.

**Daily Pickup** - In the mornings, stack your bedding against the wall and put your gear along side of them.

**Special Days** - On Sunday morning, all bedding and personal belongings will need to be picked up and stowed by 8:30 a.m. On Tuesday morning, in preparation for our evening Bible study and prayer service, special instructions will be given by our staff as to where to place your personal items.

## Kitchen

We have a very small kitchen. In order to ensure efficient use of space and time, please follow these guidelines.

- We ask that you don't enter the kitchen during prep time unless assigned to help.
- We use a septic system. We ask that when you wash dishes, you do your best not to leave the water running, to avoid overwhelming the septic.
- When cleaning the kitchen, please avoid bleach cleaners that will be washed down the sink, which can have a negative effect on the septic.

## Bathroom/Showers

There are four toilets currently available at the church, and we have arrangements with shower facilities to ensure that your group can get showers efficiently each evening.

- When making use of any bathroom facility, including at the church, please leave it clean when you're done, wiping sinks, picking up towels, etc.
- We are on a septic system. Please try to conserve water use whenever possible, so we don't overwhelm the septic.
- When cleaning the bathrooms, please avoid bleach cleaners that will be washed down a drain, or the toilet.

## General Concerns

The following are some general guidelines regarding your stay.

- **Do not** go near the sound board or the sound equipment. **Do not** put any food or drinks on the top of the bookcase, the piano, etc., each of which can be damaged by liquid and some foods.
- All musical instruments are **off limits**. If you are an experienced musician and would like to play on our equipment just ask and we will do what we can to accommodate you.
- For work crews: Please leave your work boots and all muddy items outside. Please use the shoe rack on the side door porch.
- We have a washer, dryer and a clothes-line available, if needed. **Ask a staff member** if you would like to use them.
- **Do not** touch the A/C unit.
- For work crews: volunteers are expected to help load vehicles and trailers in the morning and to assist in unloading and storing away tools/materials in the evenings.
- **No horse play** in the church building.
- Keep your wet towels and clothes on the drying racks or outside on the clothes line, not on the church furniture.
- Use our metal folding chairs when you are dirty rather than our worship service seats.
- Absolutely no standing on or using our chairs as ladders, stepping stools, or painting racks.

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# List of Things to Bring

- Cot or air mattress**
- Sheet & Blanket / Sleeping Bag**
- Shampoo / Soap
- Pillow**
- Body / Face Towels**
- Casual shirts & pants / shorts**
- A nice outfit** (for Sunday or dining out)
- Modest sleepwear** (no short-shorts or bare midriffs)
- Modest swimwear** (no bikinis or Speedos)
- Medications**
- (including bug spray and sunscreen)
- Toothpaste/ toothbrush**
- Rain gear / Umbrella**
- Camera**
- Laptop** (we have WiFi)
- Bible / Journal**
- Hat(s)**
- Work boots and / or tennis shoes** (bring shoes you don't mind getting dirty)
- Rubber boots** (not mandatory)
- Many pairs of heavy duty work jeans, trousers, and shorts**
- Work shirts**
- Work gloves**

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## Social Media Sign-Up

We use social media to keep ourselves connected to our supporters and friends. Please join us in that effort.


By filling out the information below, you are giving us permission to use the photos and/ or videos that you take during your trip for use on our website, Facebook page, etc.


\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Email Address

Will you be using a camera to take pictures/ video of your trip here?      Y      N

May we upload any photos/ video that you take of your trip?      Y      N

 What is your Facebook account name? \_\_\_\_\_

 What is your twitter account name? \_\_\_\_\_

 What is the name of your YouTube page? \_\_\_\_\_

 What is the name of your flickr page? \_\_\_\_\_

**HOMELAND**  
**MISSIONS**

# Medical Release Form

\_\_\_\_\_  
*Name (Please Print)*

\_\_\_\_\_  
*Name of Parent or Guardian (if under age 18)*

\_\_\_\_\_  
*Primary phone number*

\_\_\_\_\_  
*Work phone number*

**Please list all known medical conditions, allergies, dietary concerns, and medications (prescription and over-the-counter).**

**Medical conditions**

\_\_\_\_\_  
\_\_\_\_\_

**Allergies**

\_\_\_\_\_  
\_\_\_\_\_

**Dietary Concerns**

\_\_\_\_\_  
\_\_\_\_\_

**Medications (Prescription and over-the counter)** \_\_\_\_\_

\_\_\_\_\_

**In an emergency, please contact** \_\_\_\_\_

**Relationship** \_\_\_\_\_

**Phone #'s** (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**Physician's Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone #'s** (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

\_\_\_\_\_  
*Name (Please Print)*

\_\_\_\_\_  
*Signature*



# Volunteer Skills Assessment

Please fill out and FAX to 985.643.2822

## Basic Information

Name \_\_\_\_\_ E-Mail: \_\_\_\_\_

Cell: \_\_\_\_\_ Bringing it? Y / N HomePhone \_\_\_\_\_

M / F Age \_\_\_\_ Married / Single Spouse's Name \_\_\_\_\_

(If minor please fill out attached "Liability Waiver for Minors" assigned by Parent/Guardian)

Have you ever done Relief work? Y / N If so, when? \_\_\_\_\_

Where did you go, and what did you do? \_\_\_\_\_

## Tell Us About Your Skills

5= Highly Skilled or Certified/Licensed - 1= Not Skilled At All in This Area

Electrical	5 4 3 2 1	Cutting/Demolition	5 4 3 2 1
Plumbing	5 4 3 2 1	Fence Building/Repair	5 4 3 2 1
Carpentry, Basic	5 4 3 2 1	Heavy Equip Operator	5 4 3 2 1
Carpentry, Finish/Trim	5 4 3 2 1	Tree Felling	5 4 3 2 1
Framing	5 4 3 2 1	Cutting/Chainsaws	5 4 3 2 1
Roofing	5 4 3 2 1	Stump Removal	5 4 3 2 1
Cabinet Installation	5 4 3 2 1	Stump Grinding	5 4 3 2 1
Drywall Hanging	5 4 3 2 1	Auto Mechanic	5 4 3 2 1
Drywall Taping/Mud	5 4 3 2 1	Small Engine Repair	5 4 3 2 1
Tile/Laminate Flooring	5 4 3 2 1	Power Tool Maintenance	5 4 3 2 1
Carpet Installation	5 4 3 2 1		
Painting	5 4 3 2 1	Clerical/Computer	5 4 3 2 1
Texturing	5 4 3 2 1	Organizational	5 4 3 2 1
Siding Installation	5 4 3 2 1	Cooking/Meal Prep	5 4 3 2 1
Interior Design	5 4 3 2 1	Cleaning/Housekeeping	5 4 3 2 1
Landscapeing	5 4 3 2 1	People Skills	5 4 3 2 1
Architecture	5 4 3 2 1	Biblical Counseling	5 4 3 2 1

Other Skills (please describe): \_\_\_\_\_

\_\_\_\_\_

Health Concerns, Allergies, Comments? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## Liability Waiver Form

Please fill out and FAX to 985.643.2822

*If crew member is 18 or older, please use this section, if not, use the bottom section.*

I, \_\_\_\_\_, do hereby release Sovereign Grace Fellowship/  
(Print Name)

Sovereign Grace Homeland Missions ( SGF/SGHM ) from any and all responsibility for injuries or damages that I, or my property, may sustain while involved with hurricane relief and other ministry activities of SGF/SGHM .

The parties to this Liability Waiver are Christians and believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (see Matthew 18:15-20; 1 Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this Liability Waiver shall be settled by biblically based mediation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

I, \_\_\_\_\_, do hereby grant permission for my minor child  
(Print name of Parent/Guardian)

\_\_\_\_\_, age \_\_\_\_\_, to participate in hurricane relief and  
(Print name of minor child)

other ministry activities of Sovereign Grace Fellowship/Sovereign Grace Homeland Missions ( SGF/SGHM ).

In granting this permission, I release SGF/SGHM from any and all responsibility for injuries to my minor child, and/or damages to his/her personal property that may occur while he/she is involved with the ministry activities of SGF/SGHM .

I appoint \_\_\_\_\_, a representative of \_\_\_\_\_,  
(Print name of representative) (Name of Church/Organization)

*in loco parentis* and authorize the him/her to seek medical and/or hospital treatment for my child in the event of any injury or sickness sustained by him/her while on such ministry activity. I agree to pay for all such treatment and to reimburse SGF/SGHM for all costs and expenses incurred by it with respect to such treatment.

The parties to this Liability Waiver are Christians and believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian church (see Matthew 18:15-20; 1 Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this Liability Waiver shall be settled by biblically based mediation.

\_\_\_\_\_  
Print Name of Parent/Guardian

\_\_\_\_\_  
Relationship to Minor

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date