



**CALVARY CHAPEL BIBLE COLLEGE MEXICO**  
 A MINISTRY OF C.C. HORIZONTE

**MISSIONS TEAMS PLANNING GUIDE**

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# Introduction

God is at work in Mexico! Churches are being planted, people are stepping out of darkness and into His glorious light, and the Lord is being glorified in the lives of countless Mexican people.

In 1979 Juan Domingo, now the pastor of Calvary Chapel Ensenada (also known in Spanish as Compañerismo Cristiano Horizonte, or CCH), moved to Mexico City to plant the first church in Mexico's Calvary Chapel family. Almost three decades later, there are 50+ Calvary Chapels in Mexico and counting.

We praise God that after decades of investment from foreign missionaries Mexico is, more and more, becoming a sending nation itself. Mexican believers are being raised up to plant churches in the highways and byways of this country and abroad! These leaders need solid biblical teaching and training to be effective as they go out to serve. It is our vision to provide the place for that to happen: Calvary Chapel Bible College Mexico.

CCBC:Mexico shares the vision of other Calvary Chapel Bible Colleges: to be a place where serious and committed Christians can learn the Word of God and draw closer to Jesus.

We envision that those that graduate from CCBC:Mexico will be used of God to reach not just Mexico, but Latin America, Europe, Asia, India, and the Middle East as well.

Over the last few years God has been paving the way for the Bible College, and by His grace Calvary Chapel Ensenada was able to purchase 25 acres in the pristine San Miguel valley just north of Ensenada. We rejoice as we see God moving in this next phase: bringing His people together to build.

As you begin to plan your trip to Ensenada, whether it is to work on the Bible College or to serve the church and fellow ministries in the area, we pray this guide will be a useful tool for you. Our staff are here to serve you and guide you through the trip planning process, so please do not hesitate to contact us at [info@ccbcmexico.com](mailto:info@ccbcmexico.com) or see [www.ccbcmexico.com/contact](http://www.ccbcmexico.com/contact) for current phone numbers.

The last section of this guide is designed to be copied and given to each team member. The Commitment & Permission Form is just an example and may need to be modified to meet the requirements of your church.

Enjoy the journey to Mexico as well as your stay here, knowing that the Lord is bringing you all the way to another country just to teach you more of His great love and to share that love with the beautiful Mexican people. God bless you.



# Leadership

A missions trip to Mexico is a memorable experience. Each team member will very likely remember this trip for the rest of his or her life. Believe it or not, whether those memories are positive or negative does not depend on how nice the weather is, how much work you get done, how good the food is, or whether everyone stays healthy. The key to making this trip a positive experience for your team is you – the leader.

The leader's attitude is contagious. How you handle stress, adversity, unexpected changes, and discomfort will determine how the rest of the team handles those things. Maintain a positive, flexible attitude and you will encourage your team to rise to that level. Maintain a servant's heart, desiring to be a blessing to the local ministries, and your team will also seek to be a blessing. Missions work tests a person's limits, so start praying now for the overflowing grace you'll need to be the kind of leader your team needs you to be.

Also, you can start casting the vision to your team now. What will be the heart of your trip? Is it reaching the lost, compassion for the hurting, or becoming a part of God's global plan of redemption? We can send you a free DVD that shares the vision of what we're doing at the church and Bible College that could help jumpstart the vision in your team. Let us know if you'd like a copy.

In addition to the spiritual aspect of leadership just mentioned, the leader will have a number of practical responsibilities. These include: making all arrangements with CCBC:Mexico staff, planning meals and shopping, creating a trip budget, publicizing the event, collecting payment, distributing and collecting permission slips, training and motivating the team prior to leaving, planning team devotionals, keeping the team on schedule, and coordinating each day's tasks.

When it comes to these practical tasks, the key word is DELEGATE. You will want at least one trusted adult leader for every 4 or 5 people on your team. Put one in charge of meals: planning the menu, shopping, cooking, and cleaning. Have them make a schedule of helpers for each meal during the trip so each person has a turn in the kitchen. We've included some guidance on how to do this in the Food section of this guide. You can delegate any of the other tasks as well. Some teams completely separate the spiritual and administrative duties, freeing up the pastor of the group to focus on teaching, encouragement, and discipleship while the administrator does the rest. This works great as long as the administrator is also a positive leader.

While delegating tasks is necessary, you still need to maintain clear leadership of the team as a whole. The final decision-making authority must rest with one person. This is the person our staff will communicate with before the trip and if any changes come up during the trip.

Communication is crucial to keeping all of your teammates happy in the event of changes. If the leader decides to have dinner at a taco shop instead of making dinner but forgets to tell the kitchen leader, there will be trouble. Having 5-minute meetings with your adult leaders and our staff person each morning and/or afternoon is a great way to be sure everyone knows what's going on.

Please be prepared in advance to break the whole group into teams of 4-6 people for work days, with one trusted leader per group.



# Missions Team Application

Our staff will prayerfully review this information before booking your team.  
**Please fax it to 484-208-7674 or email it to [info@ccbcmexico.com](mailto:info@ccbcmexico.com).**

## I. Scheduling

Preferred Dates: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Name of Church: \_\_\_\_\_

Trip Leader: \_\_\_\_\_

Name	Title	Phone	Email
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Assistant Leader: \_\_\_\_\_

Name	Title	Phone	Email
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Lodging choice: Church Bible College Other [Circle one. Please see Lodging section for details.]

Arrival/Departure Times: \_\_\_\_\_ Please indicate your best guess for arrival & departure times.  
 Arrive in Ensenada Depart from Ensenada

Number of People: \_\_\_\_\_  
 Total Male Female

Age Distribution: \_\_\_\_\_  
 0-11 12-18 18-25 25+

## II. Service

Ministry Preferences:	Type of Service	# of Days	Budget (approx.)
Please see the Ministry section of this guide for information on the ministries available.	Bible College building projects*	_____	_____
	Orphanage visits	_____	_____
	Street outreaches	_____	_____
	Free time	_____	_____
	Other (specify) _____	_____	_____

- Please check the appropriate box:
- We have a vision and a heart for the specific ministries selected. Please schedule our group accordingly.
  - The ministries we selected are just an idea; we're available to do whatever is needed.

Skills: \_\_\_\_\_  
 Please list the relevant skills your team members have \_\_\_\_\_

\*Bible College construction is our top priority. If you will be doing a building project and would like to discuss the available projects and corresponding budgets, please contact our staff. Free projects are often available.



## Sign-ups

Before you begin to publicize your missions trip, you should decide who will be invited to be part of the team. Youth groups, college groups, men's groups, families, home fellowship groups, and other ministries often send teams down with only the members of their group. Some leaders open the trip up to the whole church. A team comprised entirely of people of the same age and abilities will be able to work on the same things together each day. A whole-church team will often need to split up and perform different tasks. Both approaches are fine.

Most people age 12 and up will enjoy the trip and be able to participate fully. However, the trip can be physically demanding, so those with medical conditions should carefully consider their decision to come along. The trip can also be emotionally demanding, so the leader should keep that in mind when preparing the team. We understand that not everyone on your team will necessarily "get it" as far as selfless ministry and service, and some may not even be saved yet. We pray along with you that their lives will be changed during their time here. However, they do need to agree to a minimum standard of conduct and you need to be confident that they will comply with it.

For those under 12, we recommend the leader carefully consider the wisdom of inviting children on the trip. When children are closely supervised and mentored by their parents on a missions trip, the experience for the whole family is precious and irreplaceable. It is a lot of work and the parents will not be able to invest as much into the local ministry as they would without the children. However, when children are left unsupervised during the trip, they often become a burden on the other team members and on the local ministry.

Depending on the size of your church, you may need to put a limit on sign-ups. This depends on your preference, travel arrangements, and lodging facilities. Please see the Lodging section for details on the capacities of our facilities.

Typically you will want to publicize the cost as well. Please see the Budgeting section to determine the cost-per-person ahead of time.

## Travel

Those who travel to Ensenada from very long distances typically fly into San Diego or Los Angeles and rent passenger vans for their trip into Mexico. Most vehicle rentals do not allow for the vehicle to enter Mexico, so it is necessary to find the companies that do allow it. One such company is at [www.cabaja.com](http://www.cabaja.com). Typically the rental contract will include insurance for Mexico, but make sure this is the case.

If your team will fly directly from the United States into Mexico, a passport and tourist visa are required for each team member. Please talk to one of our staff members before planning this type of trip.

Most teams travel from their home area to Ensenada in private vehicles. Each vehicle will need Mexican insurance before crossing the border. There are numerous storefront locations in San Ysidro off Interstate 5 as you approach the border that sell these policies. Your American insurance carrier may be able to sell you daily Mexican insurance if you call them.

If you plan to transport items of significant value, please talk to us before leaving. We'll try to make recommendations about how best to transport such things. Mexican Customs is no problem at all, unless you try to bring in valuable stuff. If you are carrying only modest personal belongings, trip supplies and food, and less than \$800 of cargo per carload, you should have no problem.



Each person will need to carry documentation with them for reentry into the U.S. If someone in your group is not a U.S. citizen, be sure they have the correct documentation with them. Passports are required for each person (there are some exceptions for minors. Please see [www.getyouhome.gov](http://www.getyouhome.gov) for current laws). For those under 18 traveling without a parent, a notarized permission slip is needed for travel within Mexico. The leader needs to keep these slips on hand. Example forms are in the Individual Planning Guide section of this guide.

No special shots are required to travel to Mexico, but you should be sure your vaccines are up to date, especially tetanus and hepatitis.

We suggest that teams plan to arrive in Ensenada between 8 am and 8 pm. This is for several reasons. It is best for those drivers that are not experienced driving in Mexico to not drive at night. In addition, our staff will need to meet your group when you arrive and it is easier on our schedules to meet you between those hours. For those driving from long distances, we have relationships with churches in San Diego that offer their facilities to traveling church teams on a first-come, first-serve basis. This allows teams to travel to San Diego, spend the night, then make the final 2-hour leg of the journey with time to get situated before lunch. The afternoon can be scheduled for ministry.

Upon arrival, teams should park inside the facility grounds and be mindful of their noise level in case there is an event or class underway.

Driving directions are subject to frequent revision, so are not included in this guide. They are available at [www.ccbcmexico.com/directions](http://www.ccbcmexico.com/directions). Each vehicle driver should carry a copy of the directions with them. The leader should also keep a copy of this guide during the trip for reference.

Two-way radios are a great idea to keep each vehicle in communication with the others. Cell phones will not work in certain parts of Ensenada.

Plan on the trip to San Diego taking about an hour longer than it took from San Diego to Ensenada due to the border wait. Before you leave to go home, be sure everyone has their ID on hand and no one is transporting food, animals, weapons, or fireworks.

## Lodging

Teams serving with the Bible College have a choice of two lodging facilities: the church and the Bible College.

The church, Calvary Chapel Ensenada, can house up to 60 people, with separate rooms for males and females. Team members will sleep on a carpeted floor and can take one 3-minute hot shower daily. Teams staying at the church are responsible for their own meals. A full kitchen is on-site and is available to teams, except when church events make use of the kitchen. The church asks that teams provide a love offering of at least \$5 per person per night to cover utilities and supplies. There is no married couple lodging available at the church.

Teams need to remember that the church site is primarily for church purposes. The sleeping quarters, while available most of the time, become classrooms several times per week. Teams will need to pack up their things and store them in a locked room during most church events. Prayer meetings take place weekdays from 8-9 am. Teams that plan to leave on Sunday need to be packed up and ready to leave before church, which starts at 9 am. Teams need to be mindful of their noise level during all church events, and also during routine church office hours.

The Bible College site is the preferred lodging facility during the off-season. Small teams may be accommodated during the school term. Teams eat along with staff and students in the dining hall and sleep in unoccupied dorm rooms, classrooms, or other buildings. RV hookups and camping sites are also available. The Bible College asks that teams provide a love offering of at least \$10 per person per night to cover food, utilities, and supplies.





### Sample Menu

A group arriving Friday evening and leaving Thursday morning might use a menu like this:

	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday
Breakfast	—	Pancakes Eggs	Cereal Milk	Breakfast Burritos	Oatmeal	Pancakes Eggs	Cereal Milk
Lunch	—	Sandwiches Chips Fruit Water	Sandwiches Chips Fruit Water	Sandwiches Chips Fruit Water	Sandwiches Chips Fruit Water	Sandwiches Chips Fruit Water	—
Dinner	Taco Stand or Takeout	Spaghetti Salad	Quesadillas Beans Rice	Hot Dogs Hamburgers Pork & Beans	Lasagna Salad	Taco Stand or Takeout	—

### Grocery Shopping

There is a grocery store four blocks away from the church and a Costco and Walmart Supercenter about 15 minutes away. The stores do not stock the exact same things as in the U.S. but most common items are available. Prices are comparable to U.S. prices on most items. There is no need to buy all the food in advance, but most teams find it more convenient to shop in their hometown and transport everything. In addition to food, you should think about these other items (if you will be camping you will need many other items not listed here):

- |   |                |
|---|----------------|
| Disposable dishes (plates, cups & bowls)  | Sun block      |
| Disposable eating utensils (knife, fork & spoon)  | Flashlights    |
| Drinking water for ministry days (typically 1 gallon per person per day during the summer for manual labor) | Camera         |
| Medicines: Imodium A-D, Pepto Bismo or similar  | Baby wipes     |
| Ibuprofen or Tylenol  | Hand sanitizer |
| Small first aid kit   | Coffee         |

## Budgeting

In addition to food, lodging, and travel, teams may want to buy medical insurance for their trip. This is entirely up to the team leader or church policy. A company that provides this service can be found at [www.doublehonor.net](http://www.doublehonor.net). Some insurance policies will cover expenses in Mexico, but you'll have to pay for them up front with a credit card and work out the claim later.

Furthermore, most teams work out a budget for the work they will be doing or simply as a donation to one of the local ministries. Available projects and corresponding budgets vary with time, so please see our website or contact our staff to discuss which project would be best for your team. There are often free projects available.





### ***Sample Budget***

A team staying 6 nights with 20 people, travelling from 600 miles away in three 6-7 person occupancy vehicles with average gas mileage of 18 MPG might have a budget like this:

#### Travel

Gas			\$	600.00
Insurance			\$	66.00
Tolls			\$	45.00
Incidental expenses			\$	125.00
Gas (in-town)			\$	150.00
Total: Travel			\$	<b>986.00</b>

#### Food

Food	\$	6.00	/person/day	\$	720.00
Supplies	\$	0.50	/person/day	\$	60.00
Total: Food				\$	<b>780.00</b>

#### Lodging

Church Utilities	\$	5.00	/person/day	\$	600.00
Total: Lodging				\$	<b>600.00</b>

#### Ministry Project

Example Only	(optional)	Small building		\$	2,500.00
Total: Project				\$	<b>2,500.00</b>

**Total** **\$ 4,866.00**

**Cost per person** 20 people **\$ 243.30**

## Scheduling

Your time in Mexico is very limited. Before you know it, it will be time to pack up and go home again. It's important to manage your time carefully to be able to redeem it for the kingdom as much as possible.

Our staff will help you plan your time, making arrangements for building projects and work with partner ministries. Keep in mind we like to have a brief orientation meeting when you arrive. Be sure to plan for worship and devotional times, both individual and group.

It's important to stay on schedule. The ministries you will be serving have to prepare for your arrival and are inconvenienced when teams arrive late. Some tips for staying on schedule:

- Get up early. Teams usually leave for ministry at 9 am. For everyone to get ready, eat, and have a morning devotion takes a lot of time. Underestimating this time causes most delays that we see.
- Go to bed early. Early mornings, hard work, and cross-cultural ministry are exhausting. Add late nights to the mix and you'll have a grumpy, unproductive, slow-moving team. Our on-site staff need their sleep too, so bed time should be 9 pm with absolute silence by 10 pm.



## ***Free Time***

Most groups like to plan a fun day or free time for their group. Ensenada offers many fun activities, but considerable discernment needs to be exercised in choosing these activities and you should prepare your group to be exposed to a sickening dose of worldliness on these excursions. Our missionaries typically do not accompany the team during free time activities, but if the leader feels it is necessary we can make those arrangements. Some teams combine street witnessing with their free time activities.

Keep all safety guidelines, particularly with regard to crime, in mind during free time. Also, many places offer items for sale (knives, weapons, fireworks, live animals and animal parts, etc.) that are not allowed at our facilities nor back across the border into the U.S. Please advise your team members to not buy these items.

The following are some activities many teams do during free time:

### **Calle Primera (First Street)**

Distance from church: 7 blocks      Attraction: Shopping, Food      Drawbacks: Worldliness  
The main tourist area in Ensenada, this street has many shops and restaurants where team members can haggle over jewelry, sombreros, hammocks, and t-shirts (and much more), all while sharing the love of Jesus. There are also many bars and inappropriate items for sale. Most Christians, even youth, handle this fine, but if you feel some members of your team are vulnerable, you should skip this area or stay close to those individuals you need to protect.

### **Malecon (Boardwalk)**

Distance from church: 9 blocks      Attraction: Shopping, Food, Natural Beauty      Drawbacks:  
This area is very close to Calle Primera, but with less shopping, more food, and a beautiful harbor view. The huge Mexican flag is on the Malecon, as is the open-air fish market, lots of fish taco stands, some jewelry and trinket stands, and a park with a playground. There are often sea lions in the harbor, and there is a harbor excursion for \$2 each person (or \$20 for a group). Many groups go to both Calle Primera and the Malecon at the same time.

### **La Bufadora (The Blowhole)**

Distance from church: 40 minutes      Attraction: Shopping, Food, Natural Beauty      Drawbacks: Worldliness  
This tourist attraction was built around a natural tidal blowhole, where the surf surges through the rocks and bursts high into the air. The most impressive displays seem to be about an hour after low tide. There is a large shopping area with much the same merchandise (and drawbacks) as Calle Primera.

### **CONALEP (The name of a sandy beach)**

Distance from church: 15 minutes      Attraction: Beach, Natural Beauty      Drawbacks: No facilities  
This is one of the nearest sandy beaches to the church. Typical beach pros and cons apply, but there are no public restrooms. This beach is recommended for novice surfers. Swimmers should exercise caution, since lifeguards are rarely on duty.

### **San Miguel (Surfing Beach)**

Distance from church: 10 minutes      Attraction: Surfing, Natural Beauty      Drawbacks: Worldliness  
San Miguel is a famous surfing beach at the north end of Ensenada. It is recommended for amateur and advanced surfers, but not for novices. It is a rocky beach, not appropriate for general use, but some teams drop off their surfers here for a few hours of free time. Keep in mind the local culture at this beach is very drug-oriented. The locals can be aggressive and violent, so always show respect and exercise discernment.



**Bible College Site**

Distance from church: 15 minutes      Attraction: Natural Beauty      Drawbacks:  
 The Bible College is mostly a work and ministry site, but for those that enjoy hiking, mountain biking, or off-road driving, we have access to a number of trails and roads on neighboring properties totaling about 200 acres. Bikes and vehicles are not provided, and this activity needs to be scheduled with our staff ahead of time.

**Sample Schedule**

	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday
6 am		Wake up, get ready	Wake up, get ready	Wake up, get ready	Wake up, get ready	Wake up, get ready	Wake up, get ready
7 am		Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
8 am		Morning devotion, 8:45 Staff meeting	Pack up for church	Morning devotion, 8:45 Staff meeting	Morning devotion, 8:45 Staff meeting	Morning devotion, 8:45 Staff meeting	Clean up, pack
9 am		Leave to worksite	English Service	Leave to worksite	Leave to worksite	Leave to worksite	
10 am		Ministry		Ministry	Ministry	Ministry	Leave for home
11 am			Spanish Service				
12 pm		Lunch	Lunch	Lunch	Lunch	Lunch	
1 pm		Ministry	Free time	Ministry	Ministry	Ministry	
2 pm							
3 pm							
4 pm							
5 pm		Return to church, showers	Return to church, showers	Return to church, showers	Return to church, showers	Return to church, showers	
6 pm	Arrive at church, quick dinner	Dinner	Dinner	Dinner; Pack up for church	Dinner	Dinner	
7 pm	Orientation meeting	Evening devotion	Evening devotion	Evening Service (Spanish)	Evening devotion	Evening devotion	
8 pm	Unpack						
9 pm	Bed time	Bed time	Bed time	Bed time	Bed time	Bed time	
10 pm	Quiet	Quiet	Quiet	Quiet	Quiet	Quiet	



# Ministry

Short-term missions is mostly about serving, and the glorious thing about truly serving is that you're simply providing a window for God to pour out His blessings, so everyone receives more than they give. "For the administration of this service not only supplies the needs of the saints, but also is abounding through many thanksgivings to God." (2Cor 9:12, read the whole chapter and think about it in terms of a missions trip: it's powerful!)

There are lots of opportunities to serve in Ensenada. While we are excited about the work of building the Bible College and we know your team will be blessed by being a part of that work, we also know it's hard work and that it's not for everyone. Also, for teams staying more than two or three days, it's nice to do something less physically demanding for a day. So, we partner with other ministries to provide opportunities for your team to exercise other gifts. CCBC:Mexico is unique in that it is a direct ministry of Calvary Chapel Ensenada, so the two ministries currently share resources and staff. All of the other ministries we work with are independent of the church and Bible College. We have partnered with these ministries for many years and we trust their leadership and their approach to ministry. These ministries include church plants on the outskirts of town, orphanages, and a women's and children's shelter.

Many teams ask what they can bring to help out the local ministries. While the orphanages and shelter can occasionally make use of used items and other non-cash donations, the reality is that they typically have difficulty paying the bills and would be very grateful for cash donations. Please contact our staff if you have a specific non-cash donation in mind for the orphanages or shelter. They simply cannot process unsolicited donations of used clothing. The Bible College is a little different in that we have a number of specific non-cash "wish-list" items on the Ministry Opportunities page at [www.ccbcmexico.com/ministry](http://www.ccbcmexico.com/ministry).

It is common for short-term missions team members to fall in love with the ministry they visit while they're here. Typically this is reflected in a renewed prayer focus for the ministry and long-distance communication after the team goes home. But sometimes it goes beyond that and the team member wants to come on board for a longer stay. We welcome this, but we have to ask that each team member return home with their team and apply as a missionary through the appropriate process. This process includes a pastoral recommendation and the blessing and support of the home church.

For some ministries, Spanish skills are a must. If you will be doing any kind of community outreach, we strongly encourage you to bring a Spanish-speaker from your church. If this is impossible, please give us ample notice to try to find a translator for you. Please understand that the translator we find for your team may need to be paid for his or her services.

## ***Bible College Building Projects***

Building projects at the Bible College are an investment in future missions work. Each hour invested in building the college will be multiplied over and over again as thousands of students graduate over the years to go into the mission field.

Most teams will work on simple construction tasks when they come down. The tasks available will change as the project moves forward. At the time of this writing there are several pending projects: building a small warehouse, septic system installation, clearing brush, marking property lines, moving the access road, building an outdoor kitchen, installing barbed-wire fence, and much more. The tasks are matched with teams based on the materials available and the scheduling of the project. Since we operate on limited resources, some teams work a specific project budget into their overall trip budget to help ensure that they are able to get as much done as possible.



### ***Orphanage and Shelter Visits***

The social services system in Mexico relies more on orphanages than on foster homes for short-term and long-term care of children whose families are unable to care for them (due to death, abandonment, abuse, or financial hardship). These kids are very well cared-for in the orphanages with which we work. However, they love visitors to play with them, and the orphanage staff appreciates teams lightening their load by helping with daily tasks. Teams can help with cleaning, yard work, serving kids meals, helping with school time, conducting a VBS or craft time, puppet shows, etc.

### ***Street Outreaches***

Street ministry comes in various forms. The following are some ways teams have served in the past:

- Park outreach: The team sets up at a local park or church plant. The can offer balloons, face painting, puppets, dramas, food, etc. and then go into the surrounding area to publicize the event. The team shares the gospel and promotes the local church, primarily to children and their families. A translator is needed for this type of event.
- Street witnessing: Teams take tracts to the streets to share the gospel. In tourist areas, you may encounter quite a few English-speakers.

Teams will encounter a number of beggars and con-artists on the streets. It is crucial that teams follow the missionary staff's lead on giving money to people on the streets. Drugs are a big problem in downtown Ensenada, and in many cases well-intentioned team members simply buy drug addicts more death and destruction. Addicts will even resell food and bus tickets given to them. If someone seems to truly need food, please give them only one meal's worth of food. If they seem to truly need a bus ticket, buy their ticket and have the ticket clerk specify on the ticket "No Reembolso ni Devolución" – no refund or return.

There are countless truly needy people in Ensenada, even within our church. You don't see them on the street begging – they are hard at work trying to make ends meet. Our philosophy is to reward those who are working, not those who are taking the easiest path.

### ***Church Plants***

There are a number of church plants on the outskirts of Ensenada that can use teams' help with construction, outreaches, and maintenance. If your team has a burden for this type of ministry, please let us know and we can schedule it.

### ***Deaf Ministry***

Calvary Chapel Ensenada is home to a small deaf congregation with its own pastor. If your church has a deaf ministry, individuals that know sign language, or just has a heart for the deaf, we can arrange to have you encourage and serve the deaf congregation.

### ***Church Services***

There are opportunities to serve during church services. Church services are as follows:

Sunday Morning	English Service	9 am – 10:30 am
	Spanish Service	11 am – 1:30 pm
Wednesday Evening	(Spanish only)	7 pm – 9 pm

Teams can conduct the Sunday School class during English Service for ages 4-11. We can provide curriculum if you like. If a skilled and experienced worship leader or team is in your group, we can arrange for you to lead English service worship. Teams can work in the nursery for English and Spanish services.



If a youth pastor is in your group, we can discuss having him teach our youth (we'll provide translation). If a senior pastor is in your group, we can discuss having him teach our congregation (we'll provide translation for the Spanish services).

## Safety

The key to safety is awareness. Your team will be exposed to hazards on your trip that you are probably not exposed to at home. There are multiple security risks in Mexico. Cars and valuables have been stolen in and around both the church and Bible College grounds. In addition, Bible College staff members have been threatened at gunpoint. These incidents are rare and isolated, but nonetheless something to prayerfully consider before committing to a stay in Mexico. These safety principles should be shared with your group as you prepare for the trip, but please do not allow this knowledge to scare you. By exercising wisdom, and with the Lord's protection, we have hosted hundreds of people over the years with no serious incidents.

### ***Urban Safety***

While the Bible College is in a rural setting, the church and other ministries are in an urban area, where crime and drugs are an unfortunate reality. The church facilities were designed with security as a top priority, but each team member needs to do his or her part to maintain that security. Please follow these safety rules:

1. ALWAYS follow the local missionaries' and church staff's lead in dealing with people on the streets.
2. Don't bring people back to church.
3. Don't bring animals back to church. Don't touch stray animals.
4. Don't let anyone off the street join your group, including Americans, no matter what their story is.
5. Lock vehicles. Park inside our facilities whenever possible.
6. No valuables in vehicles. The typical vans used by missions teams are targets for thieves.
7. Lock the front gate unless there is a church event or church staff are actively working on the grounds.
8. Girls and women must travel in groups – never alone.

### ***Worksite Safety***

When working, be sure to follow these guidelines:

1. Obey staff directions about hazards and pay close attention during job site orientation.
2. Wear sunscreen and a hat.
3. Drink plenty of water. If you're working hard and it's hot, you should drink a gallon per day. Keep your bottle near you and take a drink every time you think about it.
4. Wear gloves.
5. Be aware of your surrounding, especially when swinging picks or machetes.
6. Care for the tools you are using, use them properly, and put them away when done.
7. Only properly trained people can use dangerous equipment like chainsaws, weed trimmer, etc.

### ***Health & Personal Safety***

Sickness is a common problem for team members. Be sure to drink only purified water (comes out of a special tap in the church kitchen). Eat new foods in moderation. If you eat too much at a taco stand, you're asking for trouble.

Fireworks are not allowed at the church. This includes ALL types of fireworks. Buying fireworks is highly discouraged.

### ***Rattlesnake Safety***

Rattlesnakes are a significant hazard on the Bible College property. Please familiarize yourself with these principles ahead of time.



## Preventing a Bite

Rattlesnake bites are potentially fatal, so doing everything possible to prevent a bite is crucial.

### 1. Population Control

For the safety of students, staff, and visitors we endorse rattlesnake extermination. However, it is crucial to *never kill snakes that aren't rattlesnakes!* Why? Because the “good” snakes, such as king snakes and gopher snakes, eat the same food and thereby reduce the risk of rattlesnakes being attracted to the property.

It is equally important to reduce the rodent population on the property, so please do not feed the squirrels, keep food put away, and report any rodent sightings to the staff.

Rattlesnakes are more likely to be active when the weather is warm. Keep at least one shovel near your work site in case you encounter a rattlesnake. If you see a snake, keep your distance and identify it. Rattlesnakes will have a rattle, a triangular head with a distinctive thinner neck, and black and white bands near the base of the rattle. Rarely, a rattlesnake may be missing the rattle. If you or someone in your work team is able to kill the rattlesnake, kill it and bury it at least a foot underground so that the venom in the head will not become a hazard for children and animals. If for any reason you cannot kill a rattlesnake, report its location to the staff immediately.

### 2. Habitat Awareness

Rattlesnakes can be found anywhere on the property, but prefer to hide in tall plants or under bushes or rocks. The most dangerous situation for visiting teams is when moving piles of rock or wood. Wear gloves and be extremely careful when working on the property. When walking among brushy areas, try to step only where you can see the ground and the surrounding area. Before sitting down on anything, check it for snakes.

## Treating a Bite

We hope this section is never needed, but in the event of a rattlesnake bite, follow these steps:

1. Stay calm
2. Wash bite area gently with soap and water. Do NOT apply ice, do NOT constrict or cut the wound.
3. Remove watch, rings, etc. that may constrict swelling.
4. Immobilize the bitten area and keep it lower than the heart.
5. Transport the victim to the hospital. Follow these steps:
  - A. Bring a translator.
  - B. When you reach cell phone coverage call 066 and tell them you will arrive at the Cruz Roja (Red Cross) on Calle Diez in 5 minutes and to ask them to be ready to transport a rattlesnake bite victim to Hospital General, the only hospital in Ensenada that stocks antivenin.
  - C. Follow the Transporte de Carga road into Ensenada. As you approach a large hill on the right, the Cruz Roja (Red Cross) will be on the right. Go in and ask them to take the victim to the hospital.
  - D. If for any reason you cannot make the arrangements with the Red Cross (or to follow the ambulance to the hospital), follow these directions:
    - i. Continue on the Transporte de Carga route.
    - ii. Turn right at the light where AutoZone is located.
    - iii. Turn left at the next intersection.
    - iv. Follow this street all the way to Reforma, where there's a Burger King. Turn right.
    - v. Follow this street almost to Costco. A couple blocks before Costco is a Calimax on the right.
    - vi. Immediately past the first light after Calimax, turn right into the driveway of the hospital.
    - vii. Go to the end of the driveway. Looking at the building, all the way to the right is the Urgencias (Emergency) entrance.



# Individual Planning Guide

We know God will richly bless you as you lay down some of your time to serve in Mexico. We hope these pages will help you prepare yourself to make the most of your trip.

## ***Conduct***

Our desire is to win people to Christ and serve the Lord. As we do so, there are certain standards that should be upheld in order to be the most effective witnesses of God's love and grace. The first thing to remember when conducting yourself on any missions trip is whom you are representing and working for: Jesus. Knowing this, let's keep all we think, say and do pleasing to Him.

In addition, please be aware that you will be serving in a different culture. What may be normal to you in America may seem offensive, rude, or sinful in Mexico. You need to be sensitive to those you are serving. We've made a list of things that you should keep in mind as you serve in Mexico.

We are not even going to mention all of the illegal, immoral things you should not do. This is a missions trip and we expect to not have to even talk about certain things.

1. Don't be loud, rowdy, or obnoxious. Locals may assume you are another group of drunk Americans. At the very least, they will think you are rude.
2. Show respect to:
  - a. Your team's leader
  - b. The facilities where you are staying and working, including resources such as water and electricity
  - c. The schedule your leader has set
  - d. The staff members of the ministries in Mexico.
  - e. The Mexican people. Even when spoken in English, demeaning comments about Mexico (including poverty, politics, etc.) are completely inappropriate.
3. Wear something nice to church. We're still a Calvary Chapel, so we're not talking about wearing a tie, but please wear clean, nice-casual clothes (collared shirt, jeans or khakis). Shorts are OK if necessary, especially if you wear a nice shirt.
4. Dress modestly. In other words, if it wasn't designed for public view, keep it well covered.
  - a. No tank tops
  - b. No exposed underwear or baggy pants
  - c. No spandex, short shorts, or short skirts (to knee or below, with slip if skirt is light material)
  - d. No low-cut or high-cut shirts
  - e. Guys keep shirts on (except at the beach or pool)
5. Avoid sending the wrong message.
  - a. Avoid gang attire and images
  - b. Avoid alcohol, drug, and tobacco logos
  - c. Avoid suggestive content on clothing
  - d. Guys should not wear earrings
  - e. No piercings of any kind (except girls' earrings) allowed at orphanages
  - f. No displays of romantic affection, flirting, or alone time between unmarried people
  - g. No knives or weapons (small pocket knives are OK)





### ***Packing List***

This list is to help you remember items you may want to bring. Items with (\*) are considered optional.

#### Bedding:

Sleeping bag

Pillow\*

Foam pad or cot (PLEASE no air mattresses: they are too big) Cots are HIGHLY recommended.\*

#### Clothes:

Church clothes

Work clothes

Casual hang-out clothes\*

Work shoes or boots that can get dirty (must cover the toe)

Sandals\*

Shorts or pants

T-shirts

Jacket or sweatshirt (nights can be cold here)

Undergarments

Socks (at least a pair a day)

Swimming suit (modest)\*

Hat or cap for the sun

Work gloves (write your name on them)

#### Paperwork:

Passport, Photo ID plus birth certificate (under 18 only), or Permanent Resident Card (see [www.getyouhome.gov](http://www.getyouhome.gov) for current laws for reentry from Mexico)

Commitment & Permission Form (filled out, signed, and notarized if under 18)

#### Bathroom Supplies:

Towels/wash cloth

Basic toiletries: soap, deodorant, shampoo, toothbrush, toothpaste, razor, etc.

Lip balm\*

Sun block

Prescription medications you need

#### Other:

Bible

Pen/notebook

Spending money

Camera & batteries\*

Water bottle with your name on it

Do NOT bring expensive items if you can avoid it. We also recommend that you not bring iPods.



***Commitment & Permission Form***

**Part I. Commitment**

I, \_\_\_\_\_, commit to making my team’s trip to Mexico a blessing to my  
Name of team member  
teammates, our leader, and to those in Mexico. I will respect the authority of my team leader and will comply with the rules of conduct in this guide.

\_\_\_\_\_  
Signature of Team Member Date

**Part II. Medical & Liability Release**

I hereby give \_\_\_\_\_ permission to secure immediate treatment for me  
Name of leader  
during the trip in the event that I am not able to make that decision due to an injury or illness. I hereby release

\_\_\_\_\_, its agents, employees, and officers of and from any  
Name of organization  
fault and negligence, and all liability and claims whatsoever arising out of or related to any injury or loss, recognizing that this does not release the organization from future liability for gross negligence or intentional torts.

\_\_\_\_\_  
Signature of Team Member Date Insurance Co. Policy # Emergency Phone Number  
(or parent if member is under 18)

**Part III. Parental Border Crossing and Medical Release (only for team members under 18)**

We hereby give permission for our minor child, \_\_\_\_\_, age \_\_\_\_\_, who  
Name of minor team member years

who is our \_\_\_\_\_ and who was born at \_\_\_\_\_ on \_\_\_\_\_  
son/daughter City, State, County Date of birth

to make a tourist visit to the Republic of Mexico as part of the group from

\_\_\_\_\_ under the leadership of \_\_\_\_\_  
Name of organization Name of leader

Sign in the presence of Notary Public. Bring child’s birth certificate and parents’ photo ID. Complete even if one parent is going on the trip.

\_\_\_\_\_  
Signature of Father Signature of Mother Date