



## STUDENT LEADER SHORT-TERM INFORMATION

Why does CVM sponsor Short-term Missions around the world?

- It's a calling to be part of and support the worldwide missions' movement – God's continuing redemption of this world.
- Short-Term Mission Trips provide opportunities for participants to grow in their faith, learn to use their skills and abilities in Christian service, gain benefits of working within other cultures and develop new relationships with people around the world.

## WHY DO A MISSIONS TRIP WITH CVM?

**It's an opportunity to openly witness serving in the name of Christ.**

- Our trips always support a local Christian ministry or church.
- Participants are challenged to share their faith through word and deed.
- Participants experience sharing their faith in a cross-cultural context.

**We believe in sustainable community development.**

- Our trips are not just about animals; they are primarily about helping people help themselves.
- Rather than contribute to unhealthy dependence, we seek to train communities to be increasingly self-sufficient and inter-dependent.
- Participants gain understanding of what sustainable development is and can contribute to positive outcomes within a community.

**We encourage taking advantage of mentoring from national vets and long-term vet missionaries.**

- There's the opportunity to learn from and expand perspective of different cultures, especially as related to veterinary practices.

**We desire to help our volunteers grow in personal faith and reliance on the Lord.**

- Spiritual preparation and devotional assistance is offered.
- Guidance is provided for raising prayer and financial support.

**Christ's love expressed through veterinary medicine.**

*"I am sending you off to open the eyes of the outsider so they can see the difference between light and darkness, and choose light, see the difference between Satan and God, and choose God. I am sending you off to present my offer of sins forgiven, and a place in the family, inviting them into the company of those who begin real living by believing in Me." - Jesus in Acts 26:18*

## **SHORT-TERM MISSIONS PURPOSE STATEMENT:**

The objective of CVM's Short-Term Missions program is to provide opportunities for veterinarians, technicians and vet students to use their skills, faith and abilities in Christian service alongside national leaders and missionaries in ministries with similar values, partnering with them in the long-term goals and vision for their communities.

## **MISSION STATEMENT:**

CVM's mission is to challenge, empower, and facilitate veterinarians to serve others through their profession, living out their Christian faith. CVM also provides education and encouragement for those who desire to minister through service, prayer, relationship building, and modeling Christ's love.

## **PROCESS FOR PARTICIPATING IN SHORT-TERM MISSIONS**

### **SUBMIT AN APPLICATION FOR VOLUNTEER SERVICE**

- Go to [www.cvmusa.org](http://www.cvmusa.org)
- If you have not already done so, register for membership on CVM's website. If you already have an account, update your contact information.
- Go to Serve/Short-term Missions and click Apply
- Download an Application or fill it out online. Once you have completed the application, return it to us as an email attachment (if you have chosen the Download format.) If this does not work for some reason, you can also print it out and mail it to us.
- Send us your suggested application donation (\$50). This fee can be paid online at Serve/Short-term/Pay Fees on the web page (above) or by check.
- Download a Christian Commitment Reference Form, or have your reference complete the form online (both are found online under Resources/Missions/Forms.) Send this to a person in Christian leadership or a mentor who knows you and your involvement in ministry and ask them to complete it and email (or mail) it to us. (No family members, please.)
- Download a Veterinary Professional/Peer Reference Form, or have your reference complete the form online (both are found online under Resources/Missions/Forms.) Send this to a person who is familiar with your veterinary qualifications and ask them to complete it and email (or mail) it to us. (No family members, please.)

Once we receive your application and both references, we will make a decision on your acceptance and will send you a letter notifying you of our decision. Acceptance into the STM volunteer pool automatically gives you access to all of the STM services. Those services include receiving the CVM Journal, the Outreach Herald (a monthly email devotion-al), email notices of upcoming trips and other assistance to help you participate in mission opportunities.

## TWO WAYS TO GO ON A MISSIONS TRIP

### ORGANIZE A GROUP

- Elect one person from your CVF group to be your team leader/missions coordinator.
- The leader should determine how many students are interested in going on a trip and the dates which you are available. A request for your school should be submitted to CVM Short Term, at [shortterm@cvmusa.org](mailto:shortterm@cvmusa.org) no later than December 1\*.
- CVM will work with your missions coordinator to find a faculty member or licensed veterinarian to accompany your team.
- The exact dates for the trip and number of students we can accept will vary based on country location and compatibility of your host's schedule. The sooner we receive your requests, the better the chance of finding a match for your team.
- Once a trip is planned, each participant will be informed of the required trip paperwork, and updated with the costs. Team leaders need to follow up with members to make sure applications, trip paperwork and costs are submitted on time. **All team members' applications and trip deposits must be submitted by January 1\*. If required documents are not received by this date, the individual's place on the team will be opened up to other applicants.**
- Plan regular meetings for your team to answer questions, prepare, and pray about your trip.

\*due dates listed are for summer trips

### INDIVIDUAL PARTICIPATION

- Once your application has been approved, you will begin receiving announcements about upcoming Short-Term opportunities. You may also wish to refer to the "Current Opportunities" from the Short-Term section on our webpage for updates on available locations, or contact Short Term at [shortterm@cvmusa.org](mailto:shortterm@cvmusa.org) for a current list of openings.
- If you would like to participate in a specific project that has been announced, please send an email to [shortterm@cvmusa.org](mailto:shortterm@cvmusa.org) as soon as possible so we will know to reserve a place for you on the team.

## WHAT CVM REQUIRES

As with any mission sending organization, we also require a certain amount of paperwork and other items before the trip. It's not much, but is absolutely required. **All items must be submitted at least 6 WEEKS to 1 MONTH before departure.**

### MANDATORY ITEMS

- Assumption of Risk for Foreign Service & Host Information
- Short-Term Team Member Code of Conduct Form
- Copy of your passport (*Thank you for mailing or scanning this – faxes are unclear*) (\*not needed if your destination is in the USA)
- Medical Evacuation Insurance -- *In order to participate on a CVM sponsored trip, you must have medical evacuation insurance. CVM purchases this for you through International Medical Group (IMG), and it is included in your trip costs. This will be emailed to you from the Short Term department once it is purchased. Please carry a copy of this with you at all times and provide a copy to your host in country. (\*not needed if your destination is in the lower 48 States)*
- Copy of your travel itinerary (*if using private transportation, please just include a basic travel schedule*)
- Emergency Contact Information form
- CVM \$200 Trip Deposit. Please pay as soon as possible after being approved for a team/trip. You may make your trip deposit online at [www.cvmusa.org](http://www.cvmusa.org)
- Remainder of your Trip Costs. Your total trip costs minus the trip deposit. Due 6 weeks for your departure date. You may pay your trip costs online at [www.cvmusa.org](http://www.cvmusa.org)

### Please send the above to:

Christian Veterinary Mission  
Attn: Short-Term Missions Coordinator  
19303 Fremont Avenue North  
Seattle, WA 98133  
(206) 546-7344  
(206) 546-7458 fax  
[shortterm@cvmusa.org](mailto:shortterm@cvmusa.org)

- **Most Host locations require daily fees for in-country expenses these are included in the cost of the trip and will be submitted to CVM before departure at the specified deadline. The Short-Term Missions staff will inform you in advance if daily fees are to be hand carried. This is only the case for a few hosts.**
- **Some host locations also required paperwork submitted to them. This will be communicated to you in the pre-trip communications.**

# THE SHORT-TERM MISSIONS MANUAL

The CVM Short-Term Missions Program has a very comprehensive Manual that covers many invaluable topics that can help anyone considering going on a mission trip with our organization. It's on our web site at [www.cvmusa.org](http://www.cvmusa.org/) / Resources / Missions / Forms

## TOPICS INCLUDE

- Spiritual Preparation
- Raising Support – Both Prayer and Financial
- CVM Requirements (i.e., Paperwork, etc.)
- Preparing for International Travel
- Packing
- Requirements
- Safety
- Cultural Awareness
- Team Building
- Blessing Your Host
- How to Make Your Experiences Worthwhile

**To make your trip all that it can be, don't forget to review what's available in the Short-Term Missions Manual!**

## TRIP EXPENSES

So what does it cost to go on a mission trip? Here's the breakdown:

- Airfare to Destination (average \$1000 - \$2000)
- Vaccinations
- Passport and Visa
- Application fee \$50 (if first trip w/ CVM)
- Trip Deposit (\$200)
- Trip costs includes the trip deposit, costs for In-Country Expenses (\$40-\$80 per day approximate), medical evacuation insurance, CVM costs associated with running the Short Term program
- Misc. (i.e., country exit fees, souvenirs, transportation to/from airport, etc)

## RAISING SUPPORT

Looking to others to support your mission can be a daunting task, one that often forces us to face our pride in not liking to ask for help, as well as our fears of rejection and failure. But we encourage you to approach this with a heart full of faith, believing that God will give you the needed courage and wisdom to lead you to the provisions He has stored up for this mission. "By allowing others to give, you allow them to share in the blessing, and to become shareholders in your mission" (1 Samuel 30:24). Keep in mind that those who SEND are just as important as those who GO. Don't rob people of the opportunity to be an integral part of the mission process by sending you with their finances and prayer!

CVM or your team leader can assist you with budget information for your mission site. Here are a few suggestions in developing a support base:

- Prepare a presentation – tell people where you're going and why.
- Develop a fund raising letter (See sample letter in the Short Term Manual).
- Seek to build a support team who will not only give financially, but who will PRAY for you! Share your vision and heart about going on this trip. This will increase your faith and give you comfort, strength and accountability.
- Approach your local congregation. Seek out the pastor and missions pastor, board members, or mission's committee. Share your desire to serve on the mission field as an extension of the church outreach. If possible, give talks to all age groups in the fellowship.
- Begin to share with close friends and family how God is working in you and what part this mission trip plays in your walk with God.
- Make personal contact - either meet them in person or on the phone.
- Contact businesses that would have an interest in your trip for donations of supplies or funds. They are often looking for tax deductions, as well.
- Pray, pray and pray some more!
- Do fundraisers with friends, your Bible study group, etc. (garage sales, car wash, dog wash, etc.)

## LEADER'S PORTION

For those of you who have volunteered to be a team leader, you're much appreciated! There are many responsibilities, but also rewards. This portion of the CVF Short-Term Missions Manual is specifically to assist you as you organize and prepare your team.

### LEADER RESPONSIBILITIES

Thank you for volunteering to be the leader for a student team. Because CVM appreciates our leaders who are willing to take on extra work on behalf of the other members, we waive the Trip Deposit for those who volunteer to serve in this capacity (if there are 4 or more going from your school).

- Determine how many students are interested in going on a trip and the dates of availability. A request should then be submitted to Short Term at [shortterm@cvmusa.org](mailto:shortterm@cvmusa.org). Exact dates for a trip and the number of students that can be accepted depend on the country/host location and the host's schedule. Deadline for submission is December 1\*.
- Coordinate with CVM on any requirements and information needed. Follow up with team members to make sure applications, trip paperwork, and fees/deposit are submitted by January 1\*.
- Once trip is established, make direct contact with host(s) and/or team leader to discuss details of trip, specific requirements of host location and other issues. All pertinent information needs then to be taken back to team.
- Plan regular meetings for team to answer questions, develop support raising strategies, prepare logistically and pray about the trip. Spiritual preparation information is available in Short Term Manual.
- Make contact with DVM or faculty advisor who will accompany team, if one is necessary.
- Go through CVM's Short-Term Missions Devotional and develop a plan for using this or another devotional during trip. Also, encourage team members to develop their testimonies for sharing while in-country. (CVM has a pre-trip devotional in the ST manual and a devotional for during the trip available on our website.)
- Work with CVF's Mission Coordinator and STM Account Manager to organize reimbursement strategy for team members.
- Before departure, gather all important documents into one packet (i.e, medical evacuation insurance policies, copies of passports and emergency contact numbers).
- While in-country, coordinate with host on activities, lead or delegate devotional time each day, plan debriefing time with the group and host before departure and handle any minor issues with regard to the team.

*\*Due dates listed are for summer trips.*

**CVM is here to help you be a successful team leader. We will answer questions, provide materials, pray with you and encourage and assist you any way that we can.**

