

Helps for Hosting a Visiting Service Project Team



Before they come

1. Talk frequently with your contact person. Both of you need to understand what each other's expectations and needs are. Will they be bringing their own supplies or do you need to furnish these? Write down your understanding of what the group will do and what your church will do. Email it to the visiting group.
2. Talk to your church about the group—who they are, where they are from, what they will be doing. Enlist adults from your church to help host the group; encourage your youth to work with the group.
3. Do preliminary work in the community--passing out flyers, getting an "OK" with apartment managers.
4. If they are staying at your church, make sure everything is clean and ready before they arrive. Have extra supplies on hand. Also, have extra toilet paper and paper towels in the bathroom. Make sure your church understands the extra cleaning that will be needed. If the group is staying overnight with you, they will need a key to their quarters so they can lock themselves in at night. Will they need to use your kitchen to cook? If so, work out any conflict that may occur on Wednesday with your church's fellowship meal.
5. An "extra" that is nice to have is a listing, with directions, of the nearest laundromat, fast food restaurants, and emergency medical treatment.

While They Are With You

1. Your first activity together should be an orientation time. Talk about:
Your neighborhood, your church, etiquette for visiting the apartment complex or other site, proper dress, attitudes.
2. Make sure they have a phone number to reach church staff for emergencies.
3. Visit the sites where they are working to give encouragement and to troubleshoot for them.
4. Invite them to participate in your worship services and in youth activities, if applicable.
5. Your last activity together should be a "debriefing" time. Let them share the blessings of the week. This is a time for both groups to learn.