

NEW ORIENTATION PACKAGE '06

FOR VOLUNTEERS

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I GREETINGS

a. Foreword

We are delighted and blessed that you are coming on a volunteer mission trip to Kiev. We are excited and eager to work with you in planning your trip. Your missionaries have put this guide together in hopes of making your experience a good one.

We also want to help in making your team aware of some cultural differences, some do's and don'ts, as well as some things that you can expect during your travel and stay in Ukraine. Again, this guide is designed to benefit you and your team.

Please read over this information and share it with your team before your trip. Thank You and God bless your preparations.

II THE LAND AND THE CULTURE

b. Quick Glimpse of Ukraine

Ukraine is an independent country that was once a republic in the Soviet Union. It is the second largest country in Europe, next to Russia. The population of Ukraine is approximately 49 million people, spread out over a country about the size of the state of Texas. Ukraine is probably best known for its nuclear accident, which happened in April 1986 at the Chernobyl Nuclear Power Plant, a little more than 70 miles north of Kiev. The other well-known event is Orange Revolution that happened in November-December 2004. Many people mistakenly refer to Ukraine as part of Russia. It is not a part of Russia in any possible way. It is a separate and independent country. The country is divided into twenty-five regions called "oblasts." In many cases, the major city in an oblast has the same name as the oblast itself. Kiev is located in the Kiev oblast.

The economic situation has changed rapidly in the last few years. You can locate and buy almost anything a westerner desires in the major cities, though the prices will be significantly higher than in the West. As a result many of these things are outside the financial means of most Ukrainians and often found sporadically from place to place. The major economic activity is heavy industry, especially machine building and metalworking, coal mining and the manufacture of chemicals and wood products. Electronics and programming are also becoming an important part of industry.

Money – The Hrivna (pronounced grivna) is the monetary unit of Ukraine. It is marked by the letters UAH, which are usually written on price tags after the price. One Hrivna consists of 100 kopeks. Bills are of: 1, 2,5, 10, 20, 50, 100 and 200 UAH. Coins are of 1 Hrivna and 1, 2, 5, 25 and 50 kopeks. From 1995 by Decree of the President, all payments on the territory of Ukraine are to be effectuated in Hrivnas. Exchanging money in Kyiv is easy due to the multitude of currency exchange booths scattered throughout the city. No commission is imposed for exchange. The cashier will give you a receipt, on which it will be indicated where, when and how much money you've changed. After leaving the Borispol airport you will be taken to a money exchange place.

There will be other opportunities for you to exchange money in the city as well. It is best to bring all new or almost new unmarked bills \$20 or higher denomination. If at the end of your stay in Ukraine you will have some hrivnas left over, see if the coordinator or missionary need to exchange some old bills with you before you leave Ukraine. \$100 bills are perfectly

fine. Changing money with private individuals on the streets is both dangerous and illegal. There are some ATM machines on the streets where you can get Ukrainian cash on your credit card, but we do not recommend it because of possibility of fraud and of the additional fees involved. E.g. Citibank USA charges 3% on cash advances plus 3% of the amount for transactions made in foreign currency. In case of emergencies, it is possible to get US Dollars from some banks using VISA, Master Card, or American Express cards. US Dollars are gladly accepted in church offerings. Travelers checks have not caught on in Ukraine, they are generally of no use. The current exchange rate is \$1.00/5.10 Hrivnas.

Time Zone - Ukraine is seven hours ahead of East Coast Time and eight hours ahead of Central Standard Time. Ukraine is located between 45-53 degrees of latitude north of the Equator (equals to northern Minnesota and southern Canada).

Weather – In the summer, the weather can be quite hot; in summer of 2005 several times it went almost up to a 100F. Average low in July is 19.3 C (66.7 F) and an average July high of 27.7 C (81F). Average highs in August is 73°F and in September 67°F.

Loose clothing is advised. Ukrainians believe cool breezes (cross currents) will make a person sick, thus hot churches without ventilation are often encountered. In spring and fall the weather is generally cool to cold. Bring long johns and sweaters as well as a warm winter coat and hat.

The fall and spring may have wide shifts in temperature. We suggest you plan on bringing and wearing different layers of clothing. You can find out the weather at a particular time by visiting a weather web site.

Current conditions: <http://www.wunderground.com/cgi-bin/findweather/getForecast?query=ukraine> or http://weather.yahoo.com/forecast/Keiv_UR_f.htm.

c. The People and its Culture

Meeting and making friends with someone from another part of the world, especially when they have common bond in Christ, is an opportunity we don't often have, and we want to make the most of it. This information has been prepared with you in mind, so that you might know how best to prepare for this time. Ukrainian hospitality is among the best in the world, and we know that when Ukrainians have guests they always do their best to make them comfortable and welcome.

Language – The official language of Ukraine is Ukrainian, however Russian language is used even more widely than the Ukrainian. When one travels from Kiev, capital of Ukraine, southward or eastward one mainly encounters the Russian language though Ukrainian language is becoming more popular and used all over Ukraine. The farther one travels in either direction from the center, east or west, the more one encounters primarily Russian or Ukrainian vernacular.

Police and Officials – These agents of the State may be helpful in emergencies but they are not the “public servants” that we have come to depend on in America. Many police (referred to in Ukraine as militia) supplement their salaries by the collection of fines. The more fines they collect, the better they provide for their families. A corollary warning is; be sure you do not expose all of your money to a policeman; fines have been known to

fluctuate widely. Make sure your translator, driver, coordinator deal with them instead of you.

REMINDER – Always keep your passports, customs declarations, plane tickets, and money in a safe place. A safe place does not necessarily mean you carry your documents with you at all times. We highly recommend that you make one or two photocopies of the first page (where your photo and data are) of your American Passport and carry it at all times.

We recommend that you leave your original documents in the safe at the Lighthouse and carry a photocopy of your passport with you. Ask your coordinator if you have any questions.

Meals – Before meals, people generally stand for the blessing before and after the meal. When praying place your hands together in front of you and not behind you.

Eating in Host country – Paul said, “Eat what is set before you and don’t ask any questions.” (Paraphrase of 1 Corinthians 10:27) Your host knows your concerns and will not serve you anything that is harmful. Most likely you will be served far more than it is possible to eat; this is part of the hospitality of Ukrainians. Eat, enjoy and expect to stay a while at the table. Don’t expect various selections of culinary delights. The same type of food may be served lunch and dinner for one day.

Eating on the Street – In 1Corinthians 10:25, Paul says it is acceptable to eat anything sold in the market. Many breads, sweets, and pastries, which are sold in the market, are very tasty and can be tried, but do stay away from items sold on the street containing either meat or non-refrigerated milk products like custards, cheeses and creams.

Food from the States – Most visitors bring food from the States to snack on. Much can now be found here on the streets, but it is nice to have what you want when you want something to munch. We suggest that whatever snacks you have left, you leave with the coordinator/missionary. They don’t have access to some of the things you bring and appreciate receiving some things from home.

Water – It is not recommended that you drink the tap water in Ukraine unless there is a fine filter installed in the line. You may purchase bottled water for drinking purposes. Generally Ukrainians boil the water for consumption, which usually makes it safe for drinking but does not remove some of the unwanted minerals and substances. Bottled water is widely available in carbonated and non-carbonated varieties.

Visiting Ukrainian home - An important gesture for each person is to remove his or her shoes upon entering a home. The reason for this custom is that majority of Ukrainians have to walk outside (as opposed to driving cars in the States) and the streets are not as clean as in USA. Consequently dirt and sand cling to the bottom of one’s shoes. This dirt soils rugs, floors, and spreads throughout the host’s home. The host will say “no, no” but he or she will appreciate it if you remove your shoes anyway. We suggest you pack house slippers, a pair of heavy socks, or a second clean pair of “indoor” shoes to use in the nationals’ homes. Make sure your socks do not have holes; it is not proper for Ukrainians. Please practice this custom when you enter the missionaries’ home as well. The missionary will appreciate your considerations for the same reason the national does.

d. Society and Religion.

Society

Cultural Issues - Ukrainians are very gracious people. As Americans, when we ask permission to do something, we expect an honest answer from the host. In the Ukrainian context, the host will often answer in the affirmative to “save face” even though they may not understand the request, it is not appropriate, they do not know how, or are unable to do what you ask. If possible, seek advice from the long-term missionary, translator or perhaps your coordinator. We encourage you to be sensitive to the cultural mores and focus on being people-oriented rather than task-oriented.

Personal Security. It is simply impossible to hide the fact that you are a foreigner. However, avoid being perceived as a “foolish foreigner” and thus becoming a target. Ukrainians are “much” quieter in public than Americans, especially in crowds. Try not to talk loud in public. It is not advisable to walk alone after dark. Be careful where you carry your money and documents. We recommend a money pouch under clothing as a safe way to carry money. Use the buddy system. Never go anywhere alone and advise your leader where you are going and when you expect to return. You are a part of a group. Be careful when in crowds; we had several instances of theft last year.

The American Money Tree – Americans are rich. “Rich” is a relative term depending upon the context in which it is used, and in a Ukrainian context, all Americans are rich. Anyone who can afford the cost of an airline ticket is rich. Please be humble and conservative with the money God has given you. We do not want Ukrainian Christians to stumble on account of how we spend our money or speak about money.

The Opposite – The opposite of the rich American is also true. To lessen your image of being a rich American, it is best to contextualize the costs of things as well as your income. It takes a day’s wage or a months’ wage to buy...or I pay certain % of my salary for rent, car loan...etc.

Lower your expectations. Don't expect American standards of cleanliness and personal hygiene. Don't assume your priorities are their priorities. We suggest you avoid judging things as backward, stupid, inefficient, etc. Look at the situation as being different. See the situation as an opportunity to learn something different and to meet brothers and sisters in Christ you did not previously know.

Dress codes - Ukrainians dress up for church and other public occasions. This usually means dress pants, a tie, and a sport coat when in the church. Women should wear a dress and dress modestly. “Modestly” in the Ukrainian Baptist culture would be what “modest” was to your grandmother. Ukrainian culture usually dictates a subdued color scheme (not too loud). Take few clothes and dress conservatively. The Ukrainians do not have many clothes, though whatever few clothes they have may be very good and they will wear them all the time.

Women: for church you must wear a skirt or dress no shorter than knee level. You also need to have your shoulders covered. For the construction site you can wear Capri or jeans and T-shirts.

Men: a pair of khaki pants and a dress shirt or polo shirt is sufficient for church. If you are a pastor in the States dress pants, dress shirt and tie are recommended. No suit needed.

Patience – (Galatians 5:22) Be patient with your hosts. Cultures are different; they may not understand some things about your culture, you will not understand everything about theirs.

What you expect and what they expect are sometimes different, simply because countries and cultures are different. Their Christian experience and yours will also be different in some ways, however, in Christ we are all united, and serving the same Lord. When we observe differences among us, it does not mean that either country or culture is bad, or good, or better, they are simply different (unless something clearly contradicts the Bible). This is true throughout the entire world. Read Appendix E for the Ten Commandments of VMTP.

Religion

Persecution. The church was severely persecuted under Communism. 88% of the population consider themselves Christians: 62% of them are Orthodox, 11% Catholic (Eastern-rite Catholic or Greek-Catholic) and 3% Protestant (“Operation World,”2001). Orthodox Church buildings/chapels spring everywhere, but the attendance is low. Most of the ancient beautiful Orthodox churches in Kiev are visited more by the tourists than the locals. You most probably visit several Orthodox Churches in Kiev and will need to take in account the following recommendations.

The Ukrainian Orthodox Church is considered the church of the land, although there are some other Protestant groups. (Actually there are four distinctive Orthodox groups in Ukraine: Ukrainian Orthodox Church Moscow Patriarchate, Ukrainian Orthodox Church Kiev Patriarchate, Greek-Catholic Orthodox Church and Autocephalous [independent] Ukrainian Orthodox Church). Evangelicals are said to make up as much as one percent of the population in some areas. When Ukrainian non-Christians think of Church they think of the Orthodox Church: Orthodoxy is Christianity, and Christianity is Orthodoxy. The Orthodox way of thinking has shaped Slavic culture in Ukraine for over a thousand years. In 988AD Kievan king Vladimir accepted Christianity as the state religion and forcibly baptized all the population of Kiev. It was the beginning of Christianity in this land, which at that time was called Kievan Russia. This influence is far deeper than Protestant Christianity’s influence on American culture. The Orthodox believer does not view us, Protestants, as “brothers and sisters” in the faith even though we view him or her as a “cousin.” Orthodox services are more liturgical, and ritualistic. The word of the Orthodox priest carries heavy weight to the church member. The Orthodox Church is opposed to the idea of “separation of Church and State” and is often opposed to foreign missionary activity in “their” country. Therefore, as a foreign guest be aware the existing tension and try not to agitate any of these subtle feelings.

Ladies don’t need to cover their head in most Orthodox churches. Anyhow if you visit the Monastery of the Caves in the city, make sure you do have a head cover for it is required when entering the caves. It is also requested that no lipstick is worn at the caves.

Baptist Churches

Worship Services (Baptists) - Baptist services are usually held on Sunday morning, Sunday evening, and may be held on Wednesday evenings. As a general rule, services will last for two hours and will include two or three sermons, several choir numbers, testimony, and poetry

Greetings- an important part of Ukrainian Baptist worship services is to bring greetings from your church. Keep it to two minutes. Do not talk about how great things are in America or in your church. Talk about the greatness of God. Bring greetings from your church, from Baptists in America, from your city, state, and national government. Quote a Biblical passage or scripture and bring a spiritual greeting. Your team leader can help decide who

will share the testimony and bring greetings. You may also bring a small gift to the church, such as communion cups or plates, plaques, paintings or small religious sculptures.

It may probably happen that someone from your team will be asked to preach or bring a greeting, BE PREPARED! Ask your coordinator for further details. The Bethany Church of town of Bucha (Bucha church) has headphones and most of the service is translated into English. The name of the pastor of Bethany Baptist Church is Victor Kulbich.

Sunday School/Children – Some congregations have Sunday School for children during the worship service, but this usually is only during the school year. Adult Sunday School is very rare. Children are allowed to move around during the service. Children, in some cases, run up and down the aisles during the sermon. Remember, this sort of action is not disruptive to the national worshipper, thus, we recommend you enjoy the children too.

Communion – The Lord’s Supper is served on the first Sunday of every month. Real wine is used and is usually served from a common cup (everyone drinks from the same chalice). However, some Baptist churches (like Bucha church) use western style communion trays with individual wine servings, or both common cup and individual servings may be used. All Christians stand when they receive the elements and show great reverence by never allowing crumbs to fall to the floor. If you choose to participate, stand at the appropriate time to receive the bread and the cup. When the person brings the elements to your row, the whole row will stand up at the same time. Look at those around you and you will know when it is your turn to stand up. If you remain seated, you will be choosing not to participate in the Lord’s Supper. If you participate, stand, take the bread, eat, and pray and then be seated. For the cup, stand, take the cup, drink, pray, and then be seated. The elements are consumed individually when received.

Invitation and Repentance – Even though there may be three or more sermons, common procedure is for a single invitation given at end of the service by the Ukrainian pastor. There may or may not be an invitation hymn. People wishing to respond walk to the front of the church and “repent.” This usually includes kneeling and praying, and is often accompanied by tears. The new convert will go through a series of classes before he/she can be baptized.

Head Coverings at churches – The very common custom for Ukrainian evangelicals is for married women to cover their heads when praying, particularly in a “house of prayer” (church). A light scarf is sufficient. Ukrainian believers generally don’t wear much jewelry or make-up. The church at Bucha is a rather contemporary church and many married women do not cover their heads including the pastor’s wife. The usage of a head cover is optional.

Hints – Never wear shorts in church. Keep your hands out of your pockets in church, especially if speaking publicly. Men don’t wear hats in church. Generally there is no clapping in Ukrainian Baptist churches, though in some progressive churches it is not uncommon. Foreign guests usually arrive accompanied by a translator, and are introduced to the pastor, Victor Kulbich. Your team will have assigned seating at the front of the auditorium. Church bulletins are not used, as the pastor usually plans the order of the service just before it begins.

III THE STREET CHILDREN AND THE VILLAGE OF HOPE

e- The Street Children

Yours is a construction volunteer mission trip. You may or may not have the opportunity to visit feeding stations or street children. We will try to make this opportunity available to you, but remember this is not the reason you are traveling to Kiev. We hope to have one or two foster families with children living in the Lighthouse by the time the teams arrive. You will not be working directly with any children. There may be an opportunity to interact with some but that will be the exception and not the rule.

It is impossible to accurately report on the number of street children in Kiev or Ukraine. Official statistics do not exist and it is often not politically beneficial for the country to count them. Why would they spend resources numbering children when there is no money to help them? It is common to hear that in Kiev there are between 17,000-24,000 or 20,000-50,000 children known as "street children". Ukraine wide it is somewhere between 110,000 and 120,000. While these statistics are not verified they are widely held to be true and often quoted. The ages of the street children range from 3 years up to 15 when they become classified as adults. Last year government is really stepping up efforts to deal with this problem of street children.

Children in Ukraine tend to become homeless/street children following a five-stage pattern:

1. There is a breakdown in family structure. Usually involving the death or abandonment of one or both parents or caregivers due to a combination of unemployment, alcoholism, drug use, illness or accident.
2. Then often follows a period of time without an appropriate care in an orphanage or children's home, state custody-such as jails or children's temporary shelters, or with family members who are abusive, uncaring, unable to bear the economic responsibility of the children, or chemically dependent.
3. The child makes a decision that his/her life, safety and survival will be improved by living on the street or by spending increasing amounts of time on the street throughout the day. Also elder siblings who decide to live on the streets and bring their younger siblings with them might care for a child.
4. The child then runs away from home, the orphanage, or state custody, and spends most of their days-and sometimes nights- avoiding an abusive home situation or state care that is either detrimental, or viewed as detrimental, to their well-being.
5. Following a period of time on the streets, children are picked up by the police/militia, or are turned in by neighbors, and placed again in shelters or orphanages from which they run away. Sometimes attempts are made to return children back to their biological families if the conditions of the families are acceptable.

There is general categorization of the street children, used by many workers in this field:

1. Children in the street: Children who have been out of family or institutional care for a long period of time. They are socialized to living on the street and had developed survival skills to do so. They either lost any family contact or are orphans. In Kiev approximately 30% of street children can be referred to this category. The streets are their home.

2. Children of the street: Children who move readily between the home and street. These retain some contacts with home, but quickly acquire the habits of the street life. They work on the streets, do not attend school. Many of these children run away from home because of sexual or physical abuse.
3. Children on the street: Children who live at home but spend all day on the street. They have regular family contact but faced with deprivation, neglect and sometimes brutality in the home and feel the street is a better alternative. These children have no history of running away and retain some sort of emotional contact at home.

See Appendix B which illustrates further the intended process for this ministry.

f- The Vision and its beginning

Since the collapse of Communist system and breaking down of social nets/services there is nowhere for these children to go. The government is unable to adequately respond to this problem and governmental social programs are often inefficient in its outcome. No one takes responsibility for their care.

In 2000 the Ukrainian Baptist Union formed a partnership with the Cooperative Baptist Fellowship (CBF) and CBF NC to minister to these children. Through the offering for Global Missions, Gennady and Mina Podgaisky came to in Kiev in December 2002 to take on the challenging work to alleviate the condition of Street Children and the urban needs.

Since then many good things as well as a few setbacks have happened. In 2003 an opportunity came to acquire the piece of land where the Village of Hope was going to be built/rebuilt. With the help of CBF NC churches and other ministry partners Ukrainian Christian Cooperation Center (UCCC) bought a former pioneer camp that is now being renovated in order to make foster homes for street children. An Executive committee was formed to coordinate the efforts of the partners in the Village, as well as to promote and facilitate the participation of various churches/organizations/ministries in America and Europe. We are working at that former Russian Communist youth camp to transform it into a refuge where Christians will minister to homeless children in Christ's name.

Last summer one parent family who moved to the Village of Hope and was trained and lived at the Lighthouse opted to quit their commitments. During last few months we had searched, contacted, and conducted interviews with number of potential foster families. We selected 2 of them and they are now in process of paperwork. Due to the recent changes in law the family cannot accept children unless they will go through state certified training program for foster parents. This may take a few months. That was major setback because we already had one family ready to move to the Village and several legible children ready to be taken into a family.

In any way we will have families living in the Lighthouse and thus we will not house teams over there. The teams will be housed in Irpin, at the house of the Project Manager Michael Glushchenko, and will travel back and forth 4 miles to the Village every day.

g. Our Ministry in Ukraine-Kiev-Bucha

We have great dreams for the future of your ministry and ours. This camp is called "The Village of Hope". In this camp we hope to have several foster units (parents with 6-10

children in a separate home or an apartment), a clinic, a farm, a chapel, a dormitory and cafeteria, a trade school, a gym, a library and so on. We also hope to have summer camps for children at risk and for Christian children that will be housed in a dormitory that is currently under renovation.

In partnership with the Ukrainian Baptist Union and the Ukrainian Center for Christian Cooperation (UCCC), and with the commitment of many organizations and people and the efforts of many volunteer missionary teams the Village has finished the Lighthouse which will host two-three families parenting up to ten orphan or abandoned children. The metal fence around two sides of the property was built and the concrete fence around other 2 sides will be erected this spring. The new guardhouse is being built. The roof of one of the dormitories has been replaced. Several pieces of playground equipment were also refinished.

One day the “Village of Hope” will be working in full capacity. There are so many possibilities to help many children through the camp. We also want to see the coalition of street children workers helping each other and learning from each other. We would like to be able to train and be a support to street children workers all over Ukraine.

What else can be done in Ukraine? One can only wonder what other seemingly impossible plans God is envisioning. And who knows? Those plans may require your help to make that vision a reality. It’s all about “Being open to God’s leadership...”

IV YOUR TEAM AND GETTING YOURSELF READY

h. What makes a good team?

From 30+ teams in the past 2 years one team was exceptionally well prepared. We asked them to share what they did to prepare their team. We encourage you to follow their example in as much as possible to have close to smooth trip. The time spent in preparation has well-paid rewards for all in the team, your coordinators, your missionaries and the people in Ukraine.

1. **They had a team leader.** The leader was in charge before, during traveling to and back from Ukraine. The leader must have before and during the trip the following information from each team member: full name, date of birth, emergency contact info (name, phone, address, e-mail), allergies, and medical conditions. We also recommend having a contact person for the team in the States. This person will communicate to the family members, friends and church about the team. This would save time, money and resources.
2. **The team had three meetings** (each about 2-3 hours long) before leaving. They had devotions and prayer time at each preparatory team meeting. Learn together – Have fun together – watch some movies before you go, learn about Ukraine, learn a little Russian, sightsee together while there, eat new foods, meet new people, learn about being a part of an effective team, about how to be open to being used by God in these situations, to let go and let God.
3. **Debriefing.** We encourage you to have a team debriefing meeting as well after your return to the States. This will enhance and strengthen you trip experience.

4. **Buddy Systems.** They draw names for their “buddy” on the trip. They wanted each person to have a buddy for support and to make sure everyone was being looked after on a personal basis. This was also to make sure that if any extraordinary situation/condition was developing, the buddy could make the team leader aware of this and the problems could be dealt with. They encouraged the buddies to do small thoughtful things for each other both before the trip and during the trip. You will have three very present tangible supports: roommate(s), your buddy, and a team leader.
5. **Statement of Purpose.** They developed a Statement of Purpose, which took one complete meeting. They did not have any starting point except to talk about why each felt called to go on the trip. From that, they developed their statement, which had input from each of them in it. They reviewed it again while in Kiev. It was a good tool to keep them focused and on track.
6. **Packing.** They made a list of what to take/pack. They had a “**packing night**” at one of their houses few nights before they left and packed all these supplies in the extra suitcases they were bringing. This generated a lot of excitement just days before they were to leave and served as good last minute gathering to clarify information and finalize last minute details.
7. **Training.** They discussed the cultural differences table (included as an appendix in this package). They discussed how people respond differently to the same situation depending upon their cultural background. This was the basis of laying groundwork that “our” way is not the “best or right” way, it is simply our way. A huge emphasis was placed on the fact that they were coming as guests in another country and they were going with a servant mentality, to do what needed to be done regardless of whether they understood or agreed with it or not.
8. **Testimonies.** Each person was asked to write out his or her testimony, trying to keep it to one page. Theirs was to be used on whatever occasion might call for it, while in Kiev. The written form was to make the translation easier. It also was to help the person reflect on and capture the essence of their Christian experience.
9. **Devotionals.** Each person was asked to prepare a group devotional for one night while in Ukraine. They were not given any limitations on subject matter but rather were told to do what they felt led to do.
10. **Roles.** Roles were assigned to people in the team. Here some examples:
 - a. **Financial Person.** Each team member gave all their trip related (budgeted) money (except spending money) to this person before they left to Ukraine. For the purpose of clearing customs such person would divide the sum among the team members before actually going through the customs and then get it back. Then whenever they needed to pay for meals, groceries, transportation, etc., this person handled it for all of the team members. While some people would spend a little bit more or less if on his or her own, it was also a good learning sharing experience for everybody. It is a lot of work for one person, but usually you can find a person who does not mind and is good at this kind of task.
 - b. **First Aid.** Another person was in charge of having general medications for the team: headache remedies, medicine for diarrhea, first aid supplied, cold medicine, etc. This was the person to go to if you had some sort of medical problem. It would

be good for this person to get to know your ailments before you come in order to bring proper medications.

- c. **Chaplain.** Another person was in charge of seeing that the people prepared their devotionals and scheduled them for the nights/days they were to be given.
- d. **Hunter-Gatherer.** Other people were charged with collecting certain items to bring and give out -they did not have to gather them all, but it was their responsibility to see that others were gathering them- (Sunday School classes, WMU groups, children's groups, etc.).

May the mission statement of First Baptist Raleigh, NC be a guidance and inspiration to your team.

Being open to God's leadership to go to the uttermost parts of the world to serve, we commit to set self and uncertainties aside as with willing spirits, we follow the mystery of God's calling. As we seek to meet the perceived needs of our brothers and sisters in Kiev, we, in faith, anticipate God's transformation in our own lives.

*Kiev Mission Trip
August 29 – September 6, 2003*

i. Your personal and team preparation

Pray – Pray diligently that God would protect the volunteers joining you in ministry in Ukraine. Pray for all the preparations that need to be done prior to your arrival. Pray for the Village of Hope and the children who will live there. Pray for the ongoing work with street children in Kiev. Pray for your missionaries: Gennady and Mina Podgaisky and their children. Pray for all those who somehow will be involved during the construction season of 2006. Continuously pray for the people you will witness to, long before your arrival. Pray for your translators, drivers, coordinators, and fellow team members. Pray that God will remove obstacles from your travel, arrival, stay and departure. Pray that He might provide you with wisdom in packing, planning, and preparing and strength and good health during work. The most important thing to do now is to: PRAY, PRAY, PRAY!

We suggest that you personally begin your personal preparation as soon as possible by:

1. Reading this guide in its entirety.
2. Beginning to pray daily for yourself and for your team members as you prepare to travel.
3. Seek and study information about Ukraine and its culture in the suggested books and on the Internet.
4. Get your passport or renew it if it is about to expire.
5. Begin with your team a collection of items to donate to the ministry of the Village.
6. Elaborate with your team a plan for meeting, praying and studying together previous to your trip.
7. Ask your friends and family to sponsor you in prayer while you are in Ukraine.

8. Seek a team member you trust to become buddies of each other through the preparation, during the trip and afterwards.
9. Write and print several copies of your Basic Information for Ukraine (See appendix D)
10. Medical information – give it to your team member (the one responsible for the medical conditions/medications) Give a copy also to the Coordinator.

Suggested Reading - We recommend that you read before coming to Ukraine:

1. This package in its entirety
2. “*An Invitation to Serve*, CBF Global Missions Volunteer Handbook”
3. “*Culture Shock Ukraine*, A Guide to Customs and Etiquette” by Meredith Dalton
4. “*Sending as Senders*, How to Care for your Missionaries” by Neal Pirolo
5. A Russian phrase book. There will be some in the Lighthouse for you to use.
6. “*The 17 Essential Qualities of a Team Player*” by John C. Maxwell.

Personal Journals.

Time in Ukraine will be greatly enhanced by keeping a personal journal of what you see and feel during your adventure. It is a great way to remember prayer requests and praises. It will become very special to you after you return. We encourage you to journal before, during and after your trip.

Write answers to these questions – only for you:

- | | |
|--|--|
| What attracted me to this trip? | I want to remember...about today. |
| What are my expectations for the trip? | The three words that best describe this place are... |
| My first impressions here are... | My heart hurt when... |
| I saw something today that.... | What I liked best about today was... |
| When I prayed today I felt... | |
| As I look at these people I feel... | |

Complete this sentence: “The trip will be a success for me when...”

Start now and write thoughts as you work toward the trip

Most important part is using them during the week you are there for capturing thoughts, first impressions (you only have those once!)

This will be a record for you when you return and you’re relating to others what happened, what you saw. It becomes an invaluable reference.

Start about 10 pages from the back and use this area to make notes of things to do in preparation for your trip so everything is in one place. Your Journey begins NOW and culminates when you come back to the States and share your stories.

j. Costs

This is general information of some costs to help you prepare your budget for your upcoming trip.

- **Airplane ticket** – Depending on your departure place, airline and anticipated purchase. As of March it may cost anywhere from \$800 to 1,500 US Dollars.
- **Passport** (if you do not have one) \$96 to \$180 depending on length of validity.
- **Secondary Insurance** for Internationals \$2.25per day/per individual.
- **Construction money**, each team is to bring money to donate for construction needs. Last year it was suggested \$ 5,000.00 per team. Check with Bill Mason if you have any questions or if your church can not bring this amount.
- **Money** to pay for local transportation, stay and meals **\$300.00 per each team member**. This is a fixed amount.

This money is going to cover the costs of the following:

Transportation from and to the airport, to and from the Village, local and Kiev days driving.

Translator. One translator at the work site and if needed 2 translators during city days.

Lodging at Michael's house in 2-4 persons rooms. Coordinators will not be charged for their stay.

Meals. Breakfasts will be at Michael's home. Coordinators will buy breakfast food and water in the beginning of the week. Drinkable water will be provided at the worksite as well. (See in the food section of this package). Each person will prepare his/her breakfast on his or her own in the kitchen at the host home. Lunches and dinners will be at the Bucha church.

Last supper/dinner at the last day in the city in a nice Kiev restaurant.

What is not covered:

Lunches/dinners/snacks in the city, except for the last dinner.

Any **admission fees** to museums, Churches/monasteries, exhibitions, etc.

Airport expediter fee (the price for this year is \$40 per person to expedite transition through the customs). *IF you want to use this person you will need to let your coordinator know at least two weeks in advance.*

Souvenir shopping, church offerings, tips, etc.

Meals in restaurants in the city will vary from \$5-6 per person at McDonalds to \$25 per person at a TGI Fridays or comparable Ukrainian restaurant. Also you can get a good meal at a Ukrainian equivalent of a K&W or Morison's cafeteria for \$5-6. **Tips** are 10%, only given in nicer restaurants not in cafeterias.

Tour/museum guides will also expect your tips; give according to their performance.

Personal Extra Money-

Each team member must bring personal extra money for:

1. Lunches/dinners/snacks in the city, sightseeing and souvenirs, entrance to museums and other fees.
2. Stay at a hotel on the last night in Kiev, **if** the team chooses to do so.
Hotel rates in the city vary from \$70 per night to \$250 for a double occupancy room. You

have to plan and inform your team leader and coordinator in advance about your plans.
Make sure you have a budget –
Review your preliminary financial numbers as a guide.

k. Some considerations and warnings

What to bring and what is available

Bring a great amount of enthusiasm and positive thinking.

Don't bring any prejudices, –yours or other's– about how Ukrainians are and the possible hardships and limitations you may encounter.

1. Team members need to be sure they bring **NEW** and **UNMARKED** U.S. dollars.
2. Do **NOT** bring travelers checks! Almost impossible to find a place here that will take them.
3. **ATM machines** are everywhere. We do not recommend them because of the extra fees involved.
4. Pre-paid calling cards of **AT&T** long distance operators will not work in Kiev, you can get cards here that are around 50 cents a minute.
5. We recommend only **ONE** personal luggage, **ONE** carry on per person, plus **ONE** extra luggage of ministry items/donations.
6. Be prepared to **"ROUGH"** it in Ukraine. There is no A/C, although fans are available. Do not forget your insect repellent and suntan lotion.
7. Bring a pair of **Slippers** that you can carry with you and use when you enter a home. Shoes are left at the door. Please practice this at the Lighthouse as well.
8. There is a **VERY SLOW** dial-up Internet connection in the Lighthouse and to use it you will need an Internet connection card, available for 30 Hrivnas for 15 days of use. We are working on possibility of faster Internet connection at Michael's house.
9. Counting construction money the group leader will certainly have a substantial amount of money, so he, or she needs to be sure he contacts the bank and get **brand new unmarked** money. (This means no marks of any kind, usually pink or blue ink on the edges or stamps, or writings). **AND, before you get to Kiev, you need to distribute it out among the team members so that no single person is carrying most of the money.** By doing this, the team can all go through the green line at customs with "nothing to declare". This is the easy, fast way to get through. Each person can bring up to \$1000 without declaring it and up to \$10,000 with declaration (will have to go through the red line).

Warnings

Before arriving in Ukraine, it is a good idea to think about what commitments you or your church may wish to make. We suggest you **do not give money** unless you are absolutely certain God is leading you to do so. A person, when certain, ought only to give money when he or she is able to track its use and feel comfortable that the money will be used for the purpose(s) specified. Some Ukrainians view foreigners as "sponsors." You will likely be asked to assist in some needy project. This is a helpful role foreigners have in the work of

the Kingdom of God in Ukraine. Likewise, be considerate of missionary strategy in your area.

If you choose to give money, please check with the missionary or coordinator, you are working with to be sure the gift fits into their long-term strategy. A loving, well-intended monetary gift may be counter-productive to their missionary strategy and may have unintended negative results. You can work with the missionary or CBF to help direct the funds. By using the missionary or CBF as a middleman you provide some on-site accountability. With natural controls you may rest more at ease concerning your stewardship.

Be careful **not to make any promises** to anyone, unless you are absolutely planning on being the one to follow through (immediately if possible). This means if you even hint at sending money or support, time or volunteer groups, you must be willing to take on the full responsibility of the promise alone. Do not expect missionaries or CBF to back up your promises. Unfortunately, the locals **have had** and **will hold** missionaries responsible for someone's promises.

Know how to say "NO" and how to say it again and again. Both culture and language have played a part in foreigners making promises they were not able to keep. Below are some definitions you need to know:

"Yes" means "I will give it right now"

"We will see to it," means "Yes"

"Maybe" means "Yes"

"No" means "there is still hope"

"I will think about it" means "Yes"

Be careful what you offer!

"NO! NO! Absolutely NOT!" means "You should ask again later"

Do you get the picture? If not, reread the preceding statements.

If you run into unexpected or embarrassing situations:

First, pray. --- Second: ask either your translator, or Project Manager, or missionaries (they know better the situations and the culture) how to handle the situation. ---Third, wait until the end of the day to discuss it with the whole team and the coordinator.

If you are confused, ask for clarification to any one at hand with experience. It is okay to experience some confusion, after all this is another country and another culture.

If you feel tired, rest.

If you feel sick, tell other and ask for help, both physical and spiritual.

If you feel homesickness, remember it will be over in less than a week.

V THE TRIP AND ITS DETAILS

I. Prerequisites

Have your passport, copies of passport, plane tickets, abroad insurance papers, luggage, tags, inventory, information cards and photos ready.

Passports – make sure you have one ASAP. Make sure the expiration date is more than 6 months after the trip date.

Copies of Passport – Make several copies of the first page of your passport, tape one copy on the interior of each of your luggage pieces, and keep one or two to carry with you separate of the passport itself.

Visa - To enter Ukraine, you don't need a visa but you must declare you are entering with a private purpose or a tourist.

Plane Tickets - Get yours ASAP, if you use a Missions Travel Agency as a team you may get a good discount.

Abroad Medical Insurance - It is a requirement and you may be asked for it as you arrive at the airport in Kiev. You can apply for it to Adams and Associates International at a Special Tariff for CBF by using the form in Appendix C or by going "on line" to www.aaintl.com Click on the ONLINE ENROLLMENTS box that is next to the globe. **The CBF USER ID is: CBF The Password is: VOLUNTEER.** Coverage will cost \$ 2.25 per person per day.

Luggage pieces – Check with your airline about the permissible count, measurements and weight of your luggage pieces and your carry-on. If you can pack all your personal belongings in one piece of luggage, we suggest you use your second piece (an inexpensive but large trunk or duffle bag) to carry the donations of your church groups and leave it behind. You will also need a fanny pack for tickets, passport and other papers, and a traveler's moneybag

Luggage tags – Tag all your ticketed luggage and carry-on with indelible ink. Use as address the one given for The Village of Hope (page 25); it is the place where your luggage will be sent if it were lost.

Inventories – Make an inventory of all the items in each luggage and keep a copy taped to the interior of the piece and another with you. This is for insurance and customs purposes, just in case

Information Cards. Fill and print several information cards (Annex D) in half a sheet of paper or card stock and keep one in each luggage piece and one or two with your personal papers.

Passport Photos. Bring two or three passport photos of yourself to get an extra passport in Ukraine in case you lose yours.

Budget. Make sure you have a budget.

Itineraries. Make sure your reservations are complete for everyone and **send (via e-mail) itineraries ASAP** to Your Coordinator (Either Bill Mason or Bill Montalvo) and the Podgaiskys. Bill Mason will be coordinator between May 20 and July 22 and Bill Montalvo between July 23-September 20.

Bill Mason: wmason@carolina.rr.com

Bill Montalvo: montalvo_bill@yahoo.com

Gennady and Mina Podgaisky: podgaisky@juno.com

You need: 2 suitcases (see packing information) backpack or carry on, fanny pack for passport, and traveler's moneybag

We recommend putting a bright colored ribbon or yarn in the team's luggage as identifier

Have preliminary financial numbers as a guide (see cost section)

Medical information – give it to your team member (the one responsible for the medical conditions/medications)

m. What to Pack

Two sets of work clothes that you would not mind leaving behind
Two-three sets of everyday clothes
One set of dress clothes for church
Ladies – simple dress or skirt/blouse (shoulders should be covered)
Pajamas/Robe
Men – everyday slacks, white shirt (tie optional unless you are a pastor)
Work shoes (could be leather tennis shoes or even better hiking/work boots).
Comfortable walking shoes (wear these on trip) No open toe shoes
Dress shoes (may be the same as comfortable walking shoes)
Slippers or extra thick socks to wear inside the house
Light jacket
Two pairs of work gloves and good dust mask
No jewelry except wedding band, inexpensive watch, small earrings for pierced ears
Toiletries – toilet paper (if you wish for the city trips), antiseptic wipes, antibacterial lotion
Bible and devotional materials
Prescriptions
Earplugs
Alarm clock
Electrical voltage/socket adapters
Extra batteries if you take battery-operated devices
Extra glasses or contacts (extra contact saline solution)
Testimony or greetings written down for interpreter
Anything that you feel impressed to bring (like a picture of your family, church, friends, home, pet, etc.)
Copies of your passport that you will give to your buddy
3 passport size photos of yourself (for visas, loss of passport, etc.)
Fanny packs or money belts for carrying money and passport
Your journal

Suitcases

Two suitcases that weigh no more than 50 lbs/each and measures no more than 62" (length + width + height = 62). Check with your airline company.
One additional item for carry-on – purse OR backpack

Backpack

One carry-on bag with identification on the outside
Take a photo of your luggage and backpack in case they are lost – put in with your passport
In backpack, which you will take everywhere with you:
Pen and writing paper
Pillow
Camera, film, batteries
Necessary prescriptions
Toothbrush, etc.
Emergency numbers
Specially assigned items to team members
Band-aids, Neosporin, Tums – Tylenol –
Imodium – Antibiotic –
Snacks, gum, and hard candy
Toilet paper or Kleenex
Small flashlight (candle, matches)
Water bottle
Insurance paperwork
Reading material
Sun tan lotion
Insect repellent
Only ONE credit card and include the number to call if it is stolen (put it with emergency

numbers above)

General Travel/Packing Tips

Pack wisely – One suitcase is sufficient for your personal things. Americans usually bring too many clothes and accessories. Too much luggage can be an unnecessary burden for you. Your second suitcase should be filled with supplies, gifts and things you will expend while you are in Ukraine.

Leaving – Many visitors bring things they think they will need, but do not intend to take back home. These things may include extra pieces of luggage, snacks, medical supplies, paper, clothes, toiletry items, tools, or unused ministry items. The missionaries are always glad to distribute things that you might need or want to leave behind.

Make copies of your passport, visa, immunization records, emergency telephone numbers (primary & secondary contact numbers), emergency medical information and credit card - some even photograph their luggage. Have a copy with you or in your carryon. Do not put your information in your check-in luggage or with your passport or credit card in the event something turns up missing.

Carry a list of important phone numbers with you: home, airline numbers, address of the Village of Hope, cell phone numbers of your coordinator and the missionaries, etc. (Do not put this information in your baggage – you need to have access to it in the event of an emergency).

Please have clearly printed identification tags on your entire luggage. It is helpful to have identical ribbons tied on every team member's bags to identify the group's luggage. (Brightly colored ribbon)

Ukraine uses 220-volt electricity. If you buy voltage converters (Radio Shack) be sure to check them previously to your departure.

Put liquid products into zip-lock bags to avoid spills inside your luggage.

Remember to pack essential toiletries, medicines, at least one change of clothes and multiple changes of underwear in your carry-on bag.

Some places, unlike the Village of Hope, do not have hot water or indoor toilets. It is not a bad idea to carry small travel packs of Kleenex, for visits to the "squatty potty." In the larger cities toilet paper is more available, but it isn't the squeezable soft Charmin you are used to.

Sometimes there is a .25 or .50 kopecks fee to use the toilet in public places. Stairwells as well as outside lighting is often poor and sometimes absent, especially out of the cities so a small pocket flashlight (and batteries) is handy.

Pack a dry anti-bacterial lotions/soap in a zip-lock. There are times you may not have access to a sink and soap before dining.

A tip on packing . . . if you think customs at your destination will question you about things you are bringing, then pack those things at the bottom of your luggage. They seldom do more than poke around at the top of the things, if they open your luggage at all. Put clothing and personal items at the top of your luggage.

Keep an inventory of what's in each luggage. Keep this in your carry-on when you travel, NOT in the check in luggage. If customs asks what is in each luggage, pull out your list. They will be impressed, as most people do not have such a list. They may not open the luggage at all.

Use a good scale when you are packing, so you know when you have reached 70 pounds. Pack the luggage right up to 70 pounds (please check with your airline if it is still 70 pounds). Also, physically board the plane as early as you can. If you don't, you may find no place to put your carry-on! And, take just one carry-on, keeping it within the airlines size limits!

Check in very early for your overseas flight! At least three hours early. You don't want to get in a long line-up of people with those suitcases! You will be shuffling them along the floor for up to an hour if you show up between two and one hour before the flight. I'm sure you can imagine what it is like to move 70-pound luggage into position for check in! Use luggage carts if you can!

If you do not have 2 large suitcases you can substitute for:

Use two hard plastic Rubbermaid or other brand storage trunks, about \$15-20 at K-mart, Wal-mart, Home Depot or Lowe's building supply stores.

Donations

Items to collect in church to take and leave:

Your donations will go to these ministries that the Podgaiskys are involved in/with: The Village of Hope (foster families), the Street Children's Ministries including summer/winter camps and to the Coalition of Street Children and Children at Risk Ministries in Ukraine.

Bed linens for single and queen beds

Children's clothes ages 5-15

Towels (no wash clothes)

Toothbrushes/toothpaste

Non-breakable kitchen items

Pencils, pens, stickers

Soaps, shampoos

Children's vitamins

Children's shoes (clean and in good condition)

Body lotion

Colored pencils, markers (no crayons)

Combs, brushes

Plastic containers with lids

Small recreational items/games/toys

Medical Items: Tylenol, Aspirin, Ibuprofen, vitamin C cough drops, cold remedies for children, band-aids and adhesive tape, antibacterial creams, disposable examination table covers, permanent plastic/cloth covers for beds (to protect the bed from accidents at night), chap stick.

n. Travel and preparation for arrival

Traveling to Europe. The flights to Kiev may take up to 14 hours of flight time depending on your airline and place of origin. It may take up or two or three plane changes. You will be flying ahead of your clock, and will arrive on the next day to your departure, and will experience a considerable "Jet Lag." Depending on your preference you may take some over the counter medicine to diminish its effects, such as: No Jet-Lag or by practicing some prevention strategies found in the Internet.

Suggested Readings and Web Sites:

Overcoming Jet Lag (Paperback), by., Lynne Waller Scanlon

Americans Traveling Abroad (Chapter 33) By Dr. Gladson I. Nwanna

www.bodyclock.com

www.nojetlag.com

o. Arrival Process

Deplaning, Immigration and Customs

Deplaning

1. Hopefully, the airline has given you an immigration declaration form in English before you land and you have filled it out as explained in the “Customs” section. If not, you can get them in the terminal right before the passport control booths.
2. Upon arrival you will have to board a bus, which will take you to the terminal. Unless they will cruise the plane straight to the tunnel which a rare occasion in the Kiev Borispol airport.
3. As you enter the terminal you will also notice a booth that sells the required “Emergency Medical Aid for Foreigners/Visitor Insurance”. It is considered worthless in terms of medical care. Nonetheless, they may require you to buy it, and you should keep your insurance papers in the event you are asked to produce them upon departure.

Immigration

4. Get in the passport control line. The immigration officer will want to see your passport and filled Immigration Card.
5. He will return your passport with a bottom part of Immigration Card called: “Departure”. Do not lose this or any other paperwork you receive.

Note: In Ukraine, there is less personal space than in America. This means you will encounter culturally acceptable elbowing, leaning, and slight pushing. This is allowed and not considered rude. Do not give your luggage to baggage handlers if asked. They will charge you \$20/person or more.

6. Luggage trolleys/carts: If you need one, (and you will need one), look for some available next to the place where you retrieve your luggage. Lately these baggage carts were for free but it can change back again without notice.

If you don't find one, get one. If you will need to pay for it do the following: First you will need to exchange \$1.00 for Hrivnas (5.00 Hrivnas approximately). You will need 25 or 50 kopecks coins for the trolleys/carts. The exchange window is located to the left (around the corner) of the luggage x-ray machines. Do not exchange your all other money there. On your way to the city you will have an opportunity to exchange at a better rate.

7. Luggage claim is next. Retrieve your luggage, and then you may need to show an officer your “luggage claim” stickers, which the airline issued you when you checked your luggage.

Lost luggage – You need to tell the custom's officer that you are missing luggage. This is for documentation purposes only. Lost claims are filed in the airline office in the airport. The office is towards the end of the luggage claim section. Be ready to give the address (Village of Hope address) where the luggage is to be delivered and a contact phone number (Annex D). Lost luggage is usually delivered within two working days.

Customs

8. Pass your luggage through the x-ray machine and then go to the next available “customs inspector”. He will look at and stamp your declaration form and perhaps ask you some questions. He may want you to open your luggage. If you are carrying large amounts of

cash, he will want to see it perhaps in a private room. This is standard procedure; don't panic. When cleared, do not wait around in customs area. Proceed to arrival area to meet host.

9. Make sure you have ALL your documents and then take your luggage through the electric double doors to the left of the customs counters. Your host (Usually your coordinators) will meet you there and give you further instructions. You should have the following documents:
 - a. Your American passport (worth up to \$10,000 on the black market, so please keep it secure)
 - b. A small yellow slip of paper the Immigration Departure Card or "exit form" received at Passport Control (in Kiev airport).
 - c. A stamped Ukrainian custom declaration used for entry into Ukraine (unless you proceed through the nothing-to-claim/green-line in Kiev).
 - d. A blank customs declaration form (if available) for filling out when you exit Ukraine. *(This is not essential, but an English copy can be difficult to find later.)*

Some tips to navigate through customs.

Basic Customs guidelines when entering Ukraine: (Please read carefully) the leader of the group is responsible to explain these items to the group and give them a copy of them ahead of time, thus saving a lot of confusion.

These steps are not meant to be all-inclusive but a good general guide. Your experience may be different because procedures and laws are not always enforced or applied evenly.

As you are making your approach to Kiev, you may be given one or two customs/immigration forms in the airplane. They should be in English. If they are not, then ask for English language forms. Use only blue or black ink. The card is self explanatory except for points 9 & 11 in the blue section and 6 & 8 in the yellow section.

Item 9. Purpose of Journey: Private

Point of destination, company address:

Village of Hope

Yaroslava Mudrogo St. # 20

Bucha, 08292, Kievskaya Oblast, Ukraine

When filling out the form be sure to list any electronic equipment that you are bringing in and intend to carry back out to the USA with you (laptops, cameras, video cameras, walkman, etc.). List any jewelry you are bringing in. List money you are bringing in (if more than \$1,000). It is legal to bring money into the country; however, when you leave you must have an amount listed on your entry customs form equal to or lesser than what you are bringing into the country. At this time the legal limit for one person to bring into the country is \$10,000 USD but you must declare it. This means you must go through the "Red channel" in customs. If you have no more than \$1,000 you do not have to declare it (write it) in the declaration form but only verbally inform a customs officer if/when asked how much money you have. Please remember to include other currency you may also have with you like Euros or Mexican pesos. ☺ This means you go through the "Green Channel" in customs. Suggestion: If you bring more than \$1,000 USD, divide it among team members before customs procedures.

If you are bringing in any type of special tools, building or survey equipment or instruments that you want to take back out with you, but sure to list those as well.

Most all other personal items and items you plan to give to people here should not be listed at all. They are simply personal property items and you may do with them what you like while you are here. If you are asked about your other belongings, tell them they are personal belongings. This includes everything, including gifts you may be bringing to someone here. Again, if you bring something very important/valuable to you and you plan to take it out of the country, then write it on the form.

Some more Tips for Customs

Look ahead of you at the various lines of people going through customs. If you see a line where the inspectors are opening up everybody's things, GET IN THE OTHER LINE! Look for one, where everybody is being waved through!

Customs agents may ask to look in your luggage. Although annoying, they have the right to do so. Kind cooperation is the best (although not always easy for weary travelers) attitude at customs. It is true that many customs workers are less than ethical and honest in their dealings with people, and we often have just reason to be frustrated by their treatment. However, they have sweeping powers when it comes to your belongings, so be nice.

After checking your forms, they should give you your filled stamped copy. HANG ON TO THIS CUSTOMS FORM. A good suggestion is to keep it with your passport. When you leave the country you will need to show it to the customs officials.

When you leave the country you will fill out an identical customs form (only if you filled one upon arrival). Use your entry form to help you fill it out. Remember that any valuables, electronics, money, etc. that you list upon exit that were not listed upon entry may be subject to taxes/customs fees.

Please Note the following guidelines:

- A good basic thing at customs to remember is: Don't Ask / Don't Tell. If they don't ask you, then don't volunteer more information. It will cause more confusion, problems, etc.
- Do not mark anything "HUMANITARIAN AID". It will be flagged by customs and is very difficult to navigate through customs. Often, luggage marked Humanitarian Aid is brought in for inspection and confiscated unless you have permit and approval for humanitarian aid from Ukrainian Minister's Cabinet. Therefore, do not say verbally or mark your luggage "Humanitarian Aid." If asked, the goods you have are "personal goods", and they are your personal goods until the time you give them to someone.
- If the customs officer asks you to describe the nature of your gifts, start with the most common and work toward the specific. The officer will likely stop you long before you get to any "questionable" items you may be carrying. This rule of thumb applies when exiting as well.
- Do not write on your customs declarations form that you have gifts. This stalls the customs process and flags your bags for search and possible tariffs.
- Do not volunteer extra information on your customs sheet or to your customs officer. However, if your information is incorrect (i.e. you counted your money incorrectly), you may be forced to forfeit the portion you did not claim. Therefore, count properly and claim your valuables.
- Keep all customs papers.
- There is no entry or exit fee in Ukraine

Entering the Lobby

After you pass the electric double doors, your coordinator, the drivers, and/or the missionaries will be there to meet you. Look for the CBF and/or your Church sign.

After introductions you will be taken through the city of Kiev to Bucha and Irpin.

p. Travel to Kiev, Bucha and Irpin

Trip to the city – After boarding the vans, we will drive you to downtown Kiev (20 ml from the airport) and on the way we will stop to give you a chance to exchange dollars for Hrivnas at a better rate than the one at the airport. After exchange, depending on the time and your condition, we may go to the Village of Hope in Bucha (32km or 20 ml from downtown Kiev) to take a quick glimpse of the camp and the project in which you are going to work.

From the Village we will drive you to Irpin (7km or 4 miles away) to the Guest House, in which you all are going to stay overnight. Your coordinators will see that the teams have sufficient food and water for that night and for breakfast next day. In that place we will take a light dinner, unpack, shower and go to bed.

VI YOUR WORK AND MINISTRY IN UKRAINE

q. Your Team and personal work and ministry

Work Specifics

Each morning we will meet to clarify the specific tasks of the day. Your team will probably be divided in several sub-teams to work along with the national workers in different tasks.

Specifics of the day and work load will be determined by the construction coordinator, project manager and local professional construction leader working with people there. The main construction projects in the Village of Hope for this construction season are: a single-family house, landscaping around the Lighthouse, renovation of the dormitory and rebuilding cafeteria. While you will not participate in all of these projects it is possible that you will be involved in the following kinds of labor:

To dig the trenches for the installation/laying of water, sewage, gas and electrical lines.

To help in building the wood forms to cast the foundations.

To help in mixing and pouring concrete and mortar for foundations and walls.

To help in the laying of stones and bricks.

To clear and to level land around the Lighthouse, entrance and further in the Village in preparation for the landscaping, and putting road and connecting paths.

Assist in putting the roof of the new cottage.

To set and finish sheet rock.

And many different preparation and finishing tasks in construction as the need arises

To sort, label and arrange clothes, shoes, school materials and linen in the storage room.

There may be additional teams from other countries in the camp working on the camp Chapel and dormitory projects. If there is an opportunity, need and time allows the teams may also join these projects. **There is a lot of preparation/ excavation/foundation laying/carpentry/ work to be done in the camp.**

r. What to wear and what to avoid at work

At the Worksite: No sandals, huaraches or open toe shoes during construction work. This is mainly for your safety. We also recommend overalls for working at the camp. No tank tops no see through t-shirts. We do not want you to label yourself as an American by the way you dress. We also want to give a good witness to those watching us. It is much better that our dress code is better than expected. For your protection in the worksite bring with you working boots or leather tennis shoes. (You are going to do construction work most of the time,) Bring one or two pairs of working gloves. If you use eye glasses, bring goggles that fit over your eyeglasses,

Shorts: Realize that since you will be working on construction, shorts are not a safe item to wear. (Ukrainian mosquitoes also bite hard) For those arriving in May and September, the weather is on the cool side. We do not recommend shorts. For those arriving in June or beginning of August, IF you bring shorts they must knee level and with lots of room for comfort. This is in case you want to wear them after work in Michael's home. Shorts are not recommended for the city. Remember that is recommended to bring clothes and shoes you can leave behind to donate.

s. Ministering, Witnessing, etc.

Ministering Cross-Culturally

Servanthood has to be culturally defined. If we say we go as servants, why do we think and act as if we know the right or best way to do things? Duane Elmer suggests that we not call ourselves servants. Instead, strive toward it and listen for signals in the other culture that they think you are a servant. James Downs said, "One of the greatest stumbling blocks to understanding other peoples within or without a particular culture is the tendency to judge others' behaviors by our own standards." It is very important to enter another culture with an openness to observe and learn from it. Openness is the first step toward servanthood and cultural entry.

Keys to positive culture entry:

- Be faithful and give thanks for everything
- Do not hesitate to ask in any situation
- Be sensible and sensitive. Observe people's reactions to you and get feedback
- Use your words carefully. Watch your language
- Do not assume
- Remember the missionary's prayer: "Where you lead me I will follow. What you feed me I will swallow."
- Respect the host's view of Christianity
- Remember the three C's: No Criticizing, No Complaining, No Comparing

- Follow the *Pilgrimage to Servanthood* (by Duane Elmer). Begin with Openness, move to Acceptance, then to Trust, then Learning and finally Understanding.
- Please read Appendix E, “Ten Commandments to VMTP

Witnessing

Many Ukrainians, after 70 years of communism, generally do not understand the words, much less the concepts of Christian belief when first exposed to them. Sometimes there is actually a backlash to quick evangelism. Yes, we may be able to get many to raise their hands. Often, they then leave and have second thought and think they were pressured into something. We must remember that genuine conversion requires a decision of head and heart and a commitment of one’s life to Christ, not simply saying the right answers to series of questions, raising the hand, or responding in some other way we would like them to.

Prayer

God saves. You are His instrument. We believe prayer is the most powerful tool in breaching the walls culture erects. Prayer does not guarantee Ukrainians will come to Christ in your presence, but you may be the seed planted for the next volunteer group or missionary to come and harvest what you have planted by your witness.

VII THE WORK AND LIVING ENVIRONMENT

t. The Village of Hope and The Lighthouse

The Village of Hope is a large camp for ministry and that implies many different functions besides the ministry to the street children of Kiev. This also implies many sponsors both Baptist and other Christian organizations in concerted cooperation. It encompasses several different buildings in different stages of deterioration, located on 17 acres of land.

The Lighthouse is the initial building that was renovated, enlarged and equipped to house the three initial foster families of our street children/children at risk rescue project. It may house 3 sets of foster parents and about 30 children.

Several rebuilding projects are in different stages of development, among them the rebuilding of the Camp Chapel by Swedish groups, the rebuilding of a large dormitory building by teams from Grand Rapids, Michigan. It is also very possible that renovation of the cafeteria will begin this year.

The main projects for this year for CBF North Carolina churches are a new single-family cottage and landscaping.

u. The New Cottage project

The New Cottage will be built during this year as completely as possible, given the available budget, the teams cash donations, the cost of national workers’ salaries, the cost of building materials and equipments, the weather and the grace of Our Lord upon all of us.

The total budget for the New Cottage building (without equipment or furniture) is of about \$116,151.00 US Dollars. If each of the 18 teams that will come in 2006 brings a donation of \$5,000.00, we will be able to pay for about the 77 percent of the estimated cost. If each

team brings an average of \$4,000.00 then we will cover for 62 percent of it. Pray that churches and individuals will give generously to this project. The Little John foundation from the Netherlands is partnering with CBF NC to supply the rest of the funding for the house. The new cottage will house a parent family and from 5 to 10 children at risk.

"Whoever welcomes one of these little children in my name welcomes me; and whoever welcomes me does not welcome me but the one who sent me."
Mark 9:37

v. The People working with and for you

In Ukraine there will be several key persons to work with you and your team during your arrival, workdays, sightseeing trips and departure. These people will be:

Your Team leader	Your Pastor/Minister (If one is coming with your team)
Your Coordinator couple	The Project Manager
The translator(s)	The driver(s)
The cook(s)	The cleaning team
The local national work teams	

Working With your Team Leader

Your Team leader is the person that probably invited you to go in this trip, or someone you and your teammates or the church elected to act as the team leader. Probably it is a person that has already gone to several overseas mission trips and will prove very useful to the team members given his/her experience, insights and gifts. He/she will coordinate most of the preparatory meetings of the team, the details and coordination of the flights and some other personal matters during the stay in Ukraine.

Working With your Pastor/Minister

If the team brings a pastor or minister among their members, either as a leader or not, he/she will act as a preacher if invited to preach or bring a greeting at Bucha's church. He/she will also minister to the personal or team's spiritual needs or concerns and to open the devotional times of the team.

Working With your Coordinators

A couple will be your coordinators during your time in Ukraine. They have experience at overseas mission trips. They will greet you at your arrival in the airport as well be with you in your departure. They will make arrangements for all your transportation, sightseeing, living and eating arrangements. They will give the basic orientation about the day-to-day activities and help you to plan your visits to Kiev for sightseeing and souvenir shopping.

They will coordinate with the Project Manager the weekly and daily workload.

In some instances your coordinator will cover for the functions of the Project Manager when he is absent. They will shop for you when you need groceries and will have many basic supplies available to you for your daily needs. They will also prepare your drinks and snacks during the two work breaks, will travel with you and guide your team on your trips to Kiev,

and bid you farewell at your departure. Your coordinators will attend mainly to the material, lodging, transportation and work related personal needs of the team.

Each morning the coordinator will give the general instructions/changes for the day and will receive the team's concerns and requests. It has been very beneficial in the past very evening to have the evaluation of the day of work and ministry.

Working With your Project Manager

Michael Glushchenko will be your Project Manager. He and his wife Viera also will be your host couple at their home during your stay at Irpin. Due to the number of projects going on in the Village of Hope, there will be an assistant project manager this construction season.

The Project Manager is responsible for obtaining the building permit and other official matters. He is in charge of providing equipment and materials required for all the construction phases. He will hire and supervise the work of the National teams of workers.

He will give the daily work assignments and tasks to be done to the whole team and give suggestions of how to divide the team for each task. He will counsel with the coordinators about the needs of tools and materials needed for each task and how they will be provided and cared for. He will counsel with the coordinator about the weekly and daily work schedules, work goals for the week and each day. He is a national, and will coordinate the participation of the national teams of workers with the volunteer teams on common tasks.

Working With your Translators

Some General Guidelines

Proximity – Try to stay close enough to your translator so they can hear you and you can hear them. Try not to direct your speaking to the translator, rather look at whom you are addressing and patiently wait until they have listened (or responded), and then continue speaking.

Be aware of the time and the fact that it takes twice as long to say something through an interpreter.

Structure – Compound or complex sentences should be avoided. It is not simply the words, but Russian and Ukrainian sentence structure is very different from English. Seek to use short sentences that are “complete thoughts”. They are easier to translate and will be more accurate. Your vocabulary should consist of words commonly used in the English language. There are many biblical terms and especially names found in the Old Testament that will not be common for the translator.

A translator does often not understand slang, idioms and other proverb type sayings, and if the statement were translated, the listeners would generally have no idea of the meaning. Almost all idioms and sayings are imbedded in culture and do not translate well. It is not the job of the translator to learn slang, idioms, etc... Do not ask him/her to learn them or use them. Not all the volunteers/teams appreciate the translator using them. It is hard for the translator to discern when and with whom to use them.

Payment – Your missionary and/or Project Manager will arrange for the translator to be paid, however, the payment is your team's responsibility, as all costs of the personnel working for the team are assumed by the team.

Be On Your Guard – Some short-term volunteers have become romantically involved with their translators. This behavior is absolutely unacceptable on a volunteer mission trip be on

your guard against sexual temptation, in your own life as well as those of your fellow volunteers.

You will receive an evaluation form to qualify the work and attitudes of your interpreter and of your other volunteer experiences.

This year we will have Dennis as our main translator (for those of you how got to know him from a previous trip).

Working With your Drivers

Your drivers may not speak any English but your translator will help with the communication. They will drive your team each day to and from the lodging place to the work place and back. They will also drive you from the airport to the Village or other places and on your trip/s to Kiev. They will also drive you back to the airport on your departure.

Any complaints or concerns about the driver's behavior, way of driving or other matters related to the transportation must be directed to the coordinator and the team leader and reported in the daily evaluation.

Working With your Cooks/cleaners

The people of your cooking team speak very little English but they will help your team each day by preparing the two meals at the Bucha church. We owe to them courtesy and gratitude. You may use your translator to convey any specific need or concern about the food or service. We will require evaluating them at the end of your stay, but don't wait until then to mention anything that may be affecting you.

Michael Glushchenko will arrange for someone to prepare and to clean your lodging place since it will be in his home. However, the cleaning people will not make your beds on the morning nor wash your clothes. Any specific need/request must be directed to them through your coordinator. You will evaluate them at the end of your stay, but do not hesitate to direct your concerns as soon as they appear.

Working With the Ukrainian Construction Teams

Different Ukrainian construction teams will be working along with American or European volunteer teams in different tasks during this year. They are paid workers, usually Christians and with very little dominion of English or not at all. They will be your closest approach to the national popular culture. Your attitudes towards them may be of a lasting influence in their lives. Therefore it is advisable to learn some basic greetings and phrases in Russian and/or Ukrainian.

w. The Guest Home - Room and Board

The Guest Home – As of this time we expect all the teams will stay at the Project Manager's (Michael) home. There will be a washing and drier machine available for the teams' use. There will be 2 hair dryers available at the house. Linens will be provided (sheets, pillows, blankets, towels, etc...). Each day will begin with breakfast and a devotional at Michael's house. It is desirable to have someone from the group bring a devotional/prayer thought during this time. If the team will choose to have a devotional in the morning it would be better to do it at Michael's home. After breakfast you will be transferred to the Village.

It is part of the Ukrainian culture to provide a table full of food for their guests. You do not have to eat all that you see in the table in front of you. Feel welcome to eat or leave as much as you want.

Food

Breakfast: the teams themselves will prepare the breakfasts at the Guest Home. Coffee, tea, fruit juice, milk, fruit, oatmeal, Ukrainian cereals, yogurt, bread, fried eggs, ham and cheese will be available, as well as any other goodies you bring from the USA.

Lunch & Dinner: Common items would be borscht, hot soups, vareniki, pelmeni (Ravioli type of foods), all kind of potatoes, crepes, pastas, and porridges, various salads, meat (usually chicken or pork), bread, rolls, cakes, etc.

Lunch and dinner will be prepared and served at Bucha's Church.

There are some foods that are better to avoid though they are perfectly edible. You are welcome to try them if you will have a chance. There may be some who will like them, and others who will eat them because they are trying not to offend the locals or the cooks. However, experience with many groups has shown that American people will not enjoy the following: Smoked Compote Juice, Holodets (cold, jellied broth with meat or fish), Smoked or dried salted Fish, Pate (pureed meat), Salo (Pork fat whether smoked or salted).

Water – It is not recommended that you drink the tap water in Ukraine. Michael has a good water filter in his home and you can drink water from it. You may purchase bottled water for drinking purposes while in the city. Ukrainians boil the water for hot tea, which usually makes it safe for drinking. Bottled water is widely available in carbonated and non-carbonated varieties. Usually your Coordinators will buy bottled water for the whole week.

Rest

There are very good reasons why you and others are fatigued, jet lagged or stressed, since your/their bodies are adjusting to the time difference.

Realize you have a 7-8-hour difference in the time you are used to from the time we have here. Therefore, be patient with yourselves and others in your team if they seem to tire easily or if they are not in their best disposition. Encourage each other!

An extra night at Kiev?

Some teams have chosen to stay an extra day or an extra night at Kiev, close to the airport to have a short drive the next morning when they depart from Ukraine.

Hotels – Costs vary widely as do the standards. Everybody will pay a "western" price starting from \$30-40/person double occupancy. Most affordable hotels are not four stars at

all, but more like one or two star motels. You can find a three or four stars hotels in Kiev, however, you should expect price of \$100+ per person. **If your team or any person in your team is planning to stay over, they need to let the coordinators know at least one month in advance to make reservations.**

x. Trips to Kiev, Sightseeing and Shopping

Trips - We will worship on Sunday morning at Bucha's Bethany Baptist Church. The team leader will bring a greeting from your church and possibly a gift for Bethany. Your pastor or minister, if one is coming may be invited to preach, if not one of you may be invited to give his/her testimony. Be prepared.

Sightseeing. In at least two different days (usually Sunday upon arrival and Friday before departure) the team members will have opportunities to go to Kiev and sightsee some points of historical or cultural interest and to have lunch and/or dinner at a local café or restaurant.

Shopping. You will also have at least one opportunity to shop for Ukrainian souvenirs, if you choose to do it.

VIII THE RETURN AND DEBRIEFING

y. Gifts and pitfalls

Gifts

Traditional Ukrainian Gifts – Ukrainians often give gifts when they go to someone's house as a guest, whether it will be with friends or relatives. These gifts include flowers, boxed chocolates, fruit juice, or various other "gifts." When giving flowers, be sure the number of flowers you give is odd. One only gives an even number of flowers to commemorate the death of a loved one.

Good Gifts for Ukrainians – Family photos, picture books from your State of country, something from your home town (including post cards), instant or grinded coffee, candles, potpourri, note pads, American candy, backpacks, T-shirts, baseball caps. Ukrainian workers like hot salsa (Including Texas Pete).

Bring something special from America for your host, they will cherish it, and remember you often. Your team may want to bring gifts for: The Guest House couple, Translators (1-2 male and female), Drivers (1-2 males), Cooks (2 females), the cleaning ladies (2), few extras.

Polaroid – A special gift is to take along a Polaroid instant camera with you and give people you befriend an instant picture. Ukrainians love people, gatherings and memorabilia. Your photos help them remember special times with fellow believers. If you do bring a Polaroid, do not forget Polaroid photo paper, it is almost impossible to get it in Ukraine.

Good Gifts for Americans in Ukraine– (The best method is to ask the Americans in advance what they would like to have, to avoid duplication.) The Podgaiskys options are: children's cereals (Fruity Loops, Lucky Charms, Frosted Mini-Wheat), pancake mix and pancake syrup, tortilla chips, Velveeta cheese, colored mini-marshmallows, jerky meat. **Be aware that your missionaries will be traveling back to America in June 18th. IF you come after that date you will not see the missionaries at all.** Coordinators like: Decaffeinated instant or whole bean coffee, Pancake flour, Hot Sauce (Texas Pete).

Pitfalls

Money and Promises to Help - Before arriving in Ukraine, it is a good idea to think about what commitments you or your church may wish to make.

If you choose to give money, please check with the missionary or coordinator, you are working with to be sure the gift fits into their long-term strategy. A loving, well-intended monetary gift may be counter-productive to their missionary strategy and may have unintended negative results. You can work with the missionary or CBF to help direct the funds. By using the missionary or CBF as a middleman you provide some on-site accountability. With natural controls you may rest more at ease concerning your stewardship.

Know how to say “NO” and how to say it again and again. Both culture and language have played a part in foreigners making promises they were not able to keep.

z. **Departure, trip to the airport and check-in**

Trip to the Airport. On your departure date (unless your team decides to spend the last night in a Kiev hotel,) the vans will drive you and your team and luggage to the airport, and to exchange your extra Hrivnas into dollars, if you choose to do so.

Note: Earliest check-in is 2 hours before the scheduled departure. There is little of interest beyond check-in so take this opportunity to say your farewells, etc.

1. **Forms and currency.** Upon entering the airport, fill out a “declaration form” if you have something to declare like more than \$1000 or antique items which they will not allow you to take out of country, etc. The form is similar to the one you did (if you did) when arriving. English copies should be available. You are not officially allowed to take out significant amounts of Ukrainian currency, antiques, or fine works of art. We recommend not taking out more than 50 Hrivnas. Write down the exact sum of cash you are carrying and be always ready to show it, if asked. There is no problem if you are taking out less than you brought in. A scale is available for concerns about overweight luggage. *Note:* 70 lbs. = 32 kgs, although most of the airlines now allow 2 pieces 50 lb/23kg each.
2. **Check-in and inspection** – The first customs worker wants to see your passport and airline ticket. The officer at the x-ray/metal detector is looking for dangerous and/or suspicious items. NEVER joke! If he asks you to open something, politely oblige. If he questions something as being an art object for example, you may plead your case to the custom’s officer in the next step.
3. **Customs control** – The officer will want to see your old and new declaration forms. He may ask you some questions or ask you to open some of your luggage. It is simply his job, so don’t panic. If something questionable should arise, the longer you talk with him the less likely he will require “duty or tax” from you. Be firm but polite. If for any reason they do not want to let you take something out of the country, it is better to give it to the coordinator than to give it to the customs personnel. The coordinator and/or driver will wait in the airport until the team has cleared all check-ins. NOTE: It is illegal for any art objects made earlier than 1945 to leave the country and customs officials take this seriously. If you buy post 1945 art and plan to take it out of the country with you, you’ll need to have receipts for the object, and of course, there are separate forms that you will have to fill out and additional taxes to be paid. This applies to some art items, some antiques but not souvenirs. Of course, each

customs officer may interpret these items as antique or cultural treasure according to his/her understanding.

4. **Luggage check-in.** Look for your destination sign above check-in counters. It can be far left, or right in front of you. You will receive your boarding pass at this time. Now you are ready to go to the second floor of the airport for passport control. Look for your coordinator to indicate all is fine, no changes in flights or times and proceed upstairs. After the last person of the team has cleared the luggage check-in, the coordinator will leave the airport.
5. **Passport control** – As you are officially leaving the country, Immigration officers will want to see your passport, the small piece of paper called an “exit/departure” and your boarding pass. You go through another x-ray machine clearance and to the waiting/boarding section. Last time to use the bathrooms. Upon boarding or before going up the ramp, an immigration officer may want to see your passport again.

aa. Debriefing

Debriefing triggers the re-entry process. We encourage each team to have a meeting for debriefing after arriving in the States. As Lisa Espineli Chinn states it: Re-entry is both an end and a beginning:

- end of a trip, but beginning of another journey
- end to feeling special, but beginning of being ordinary with a special heart for God and for people
- end to a foreign experience, but the beginning of feeling foreign
- end to being stared at, but the beginning of looking at people and the world through different eyes
- and end to simple living, but the beginning of having more space for God and people
- end to eating foreign food, but the beginning of friendships with internationals.

Sojourners need to use three coping mechanisms:

1. In order to maintain some amount of equilibrium and sanity, appropriate isolation is necessary.
2. In order to learn a new culture or re-learn one’s home, a good dose of imitation is a must.
3. In order to be effective in the new culture or back home, integration is essential.

There are three Bible studies to help team members gain a Biblical perspective on re-entering their home cultures.

Jesus’ short term team in Luke 10:1-24

Ruth and Naomi return to Judah in Ruth 1:6—3:18.

And Moses: The Reluctant Returnee in Exodus 3 & 4

bb. What's next?

1. **Pray** to the Lord that your work and ministry in Ukraine will render abundant fruit in due time, also that many other teams of volunteers like you will keep coming and contributing to the fulfilling of the whole plan of God for the ministry of the Village of Hope.
2. **Tell** others about your experience in Ukraine and motivate them to go.
3. **Meet** with your team members, or call them frequently to keep sharing the memories and experiences of the trip.
4. **Return** in another trip to continue what you and others started

*Therefore, my dear brothers, stand firm. Let nothing move you.
Always give yourselves fully to the work of the Lord, because you
know that your labor in the Lord is not in vain.
1Corinthians 15:58*

IX YOUR MISSIONARIES

cc. The Podgaiskys

Gennady is a native of Pyatigorsk, Russia, and Mina is a Mexican native who has lived in Mexico as well as the United States. They met at an orientation picnic for new students at The Southern Baptist Theological Seminary (Louisville, KY) in 1992. Almost two years later they married and now have three children. Bogdan is 8 years, Mark is 6 years, and Ana Maria is 4 years old.

They arrived in the Ukraine in December 2002. They knew that God could use them in this country because of their prior experience with the language and the culture. Their first years have been spent primarily in language/culture studies. Mina studied Russian and Gennady Ukrainian. Their children attend a local Ukrainian day care center and elementary school where they learn both Ukrainian, Russian and English.

One of the ways that Gennady and Mina minister to the street children are through supporting feeding stations that seek to meet the basic needs of these children. In the feeding stations children get: warm food, clothing, medical care, counseling and help with their legal papers. They are also coordinating a coalition of ministries that work with children at risk and street children in the city of Kiev. In the coalition there are organizations that work with children at risk from the baby orphanage all the way to the post graduate orphans.

The best part of being a missionary: Mina: is seeing how God has prepared my life, with experience, training, and studies to equip me for this time in Ukraine. It is humbling to see how He uses my gifts and talents and to see how we touch lives with what we would consider "so little". Also discovering how many people pray for us and support us with prayers, cards, emails, gifts, packages and financial support. We do not feel alone facing such a great task by ourselves. Gennady: The best part of being a missionary is to know that you are where God wants you and doing what God prepared you to do. There is nothing better than to know you are in the will of God.

X RECOGNITIONS

dd. Thanks

Special thanks to:

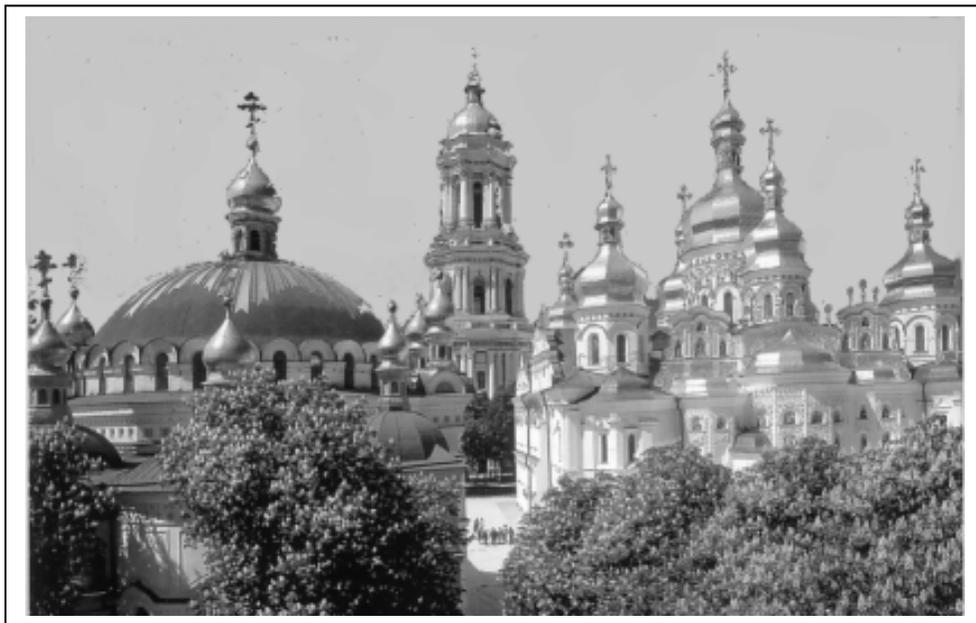
Elizabeth Barnes. Her dedication to be a good team leader took her through formulating many of the items in this package.

Cristi Price, an American missionary serving in Kiev. Her sharing information on volunteer training was most helpful.

To the volunteer teams that have filled the evaluations and put many helpful suggestions that have been added in this orientation package.

Bill Montalvo for editing and re-writing this orientation material.

Did you leave behind the “aroma” of Christ?

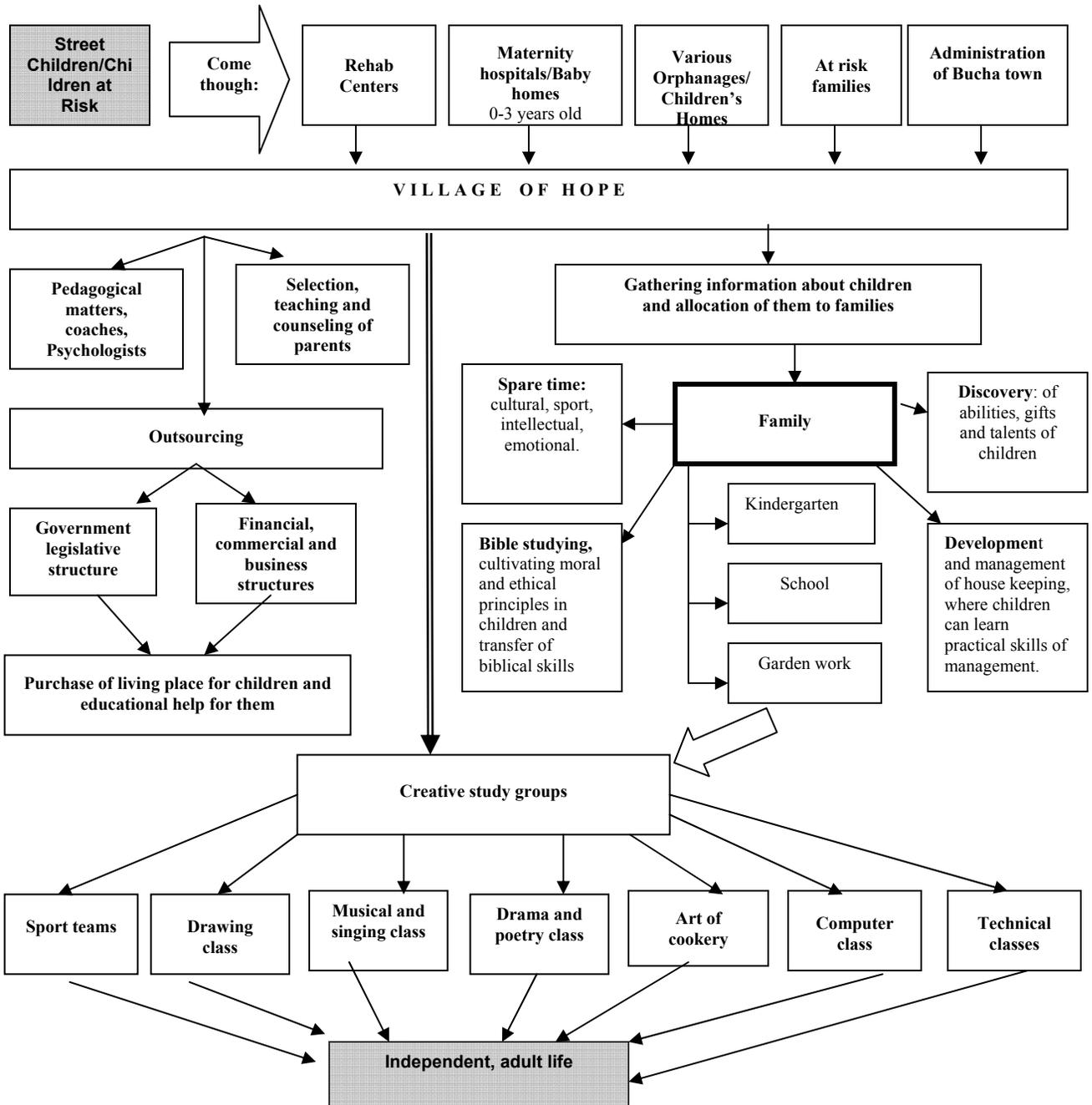


APPENDIX A
Cultural Differences Table

Area	U.S.	Other Cultures
TIME	Linear	Non-linear/circular <ul style="list-style-type: none"> • More “being” than “doing” oriented • A generally more relaxed and laid-back attitude toward time • Expectation of flexibility in work and delivery schedules • A greater sense of patience and the belief that patience will bring results in the long run • Appointments are not always kept on time and such tardiness is not seen as a valid cause for criticism • Less rush in life, more emphasis on enjoying time with friends and family
CODE OF CONDUCT	Legal code emphasis	Moral code emphasis <ul style="list-style-type: none"> • Greater tendency to make judgments on the basis of situational exceptions
BUSINESS VALUES	Task comes first	Relationships come first <ul style="list-style-type: none"> • Valuing relationships. “Know-who” tends to be considered more important than “know-how” • Developing informal channels of communication through trusted individuals • Importance of building a personal relationship before building a business relationship
COMMUNICATION	<ul style="list-style-type: none"> • Direct • Low-context • Specific to broad • Brevity • Linear 	<ul style="list-style-type: none"> • Indirect • High-context • Broad to specific (main point is made at the end rather than at the beginning of a discussion) • Expansiveness • Associative
WORK	Smart work, more emphasis on results	Hard work, more emphasis on duty <ul style="list-style-type: none"> • Work is for its own sake more than for its results
HONOR-FACE-COURTESY-TACT	Objectivity and directness tend to have a higher priority	More emphasis on face-saving, personal courtesy and tact <ul style="list-style-type: none"> • A high level of concern about what other people may think of one’s actions or words • Always giving others the chance to save face and personal honor • Always showing personal courtesy and respect • The practice of diplomacy in interpersonal interactions is highly respected • Not saying “No” directly to requests, but saying that you will try • Dislike of legalistic approaches to conflict resolution

APPENDIX B

Where children come from and go to



APPENDIX C

Medical Conditions in Ukraine

Medicine in Ukraine is an enigma. While there is increasing growth and development in the medical field in Ukraine, and the medical personnel are usually well trained in modern medicine, the resources available and the system that operates it all are both greatly lacking. If you are to go to a hospital here, you may have to provide your own bedding, your own anesthetic, your own food, and even your own care other than specific treatment.

Medical Issues - Prevention is the key to a safe and healthy missionary experience. Encourage team members to exercise precaution and common sense. Remind each other of the need for safety at the ministry site and the need for caution but not paranoia when it comes to what they eat and drink or how they work. Assume no medical facilities are available. If you do visit a medical facility, doctors and hospitals often expect immediate cash payment for health services. U.S. medical insurance is not generally valid outside the United States. You will be responsible for all medical costs, but usually they are very small in comparison to the USA, unless you go to American medical clinic in Kiev. Then it can be even more than in the States. CBF requires all volunteers to obtain secondary insurance.

Immunizations, Vaccinations are not required to enter Ukraine, but if you have questions concerning typhoid, diphtheria, or other diseases, contact your county health department. A very good source for vaccinations and other useful information for the traveler is website of the Center for Disease Control (<http://www.cdc.gov/travel/easteurp.htm#vaccines>). An immunization for Hepatitis A is sometimes recommended. Since you will be working on a construction site, make sure your tetanus and diphtheria shots are up to date. We insist on everyone having a tetanus shot within the past 7 years. Often your county health department will give you a DPT shot free. If you have any special medicine you take or a particular illness, you need to consult your physician concerning your trip and any limitations you might have.

Consider taking the following items for personal use, leaving what is unused for the coordinators, the Lighthouse or missionaries - aspirin, cold medicines, gauze pads, medications for itching, eye drops, eye wash, toilet tissue, Kleenex, moist towlettes or wipes. Lysol spray and antibacterial hand lotion are helpful to insure safe hygiene practices. Also insect repellent is necessary and not always available in Ukraine.

Carry appropriate health and accident insurance documents and copies of important medical records. Take an adequate supply of all prescriptions and other medications as well as necessary personal hygiene items, including a spare pair of eyeglasses or contact lenses, if necessary. Keep the prescriptions in your carry-on luggage in case your main luggage will be lost or delayed. Make sure your team leader and coordinator know of any allergies you have to medicine or food.

Medical Supplies. Simple non-prescription items such as Ibuprofen, Tylenol, cold medicines, children's vitamins, cotton balls, anti-biotic ointment, cough drops, packed in each piece of luggage is acceptable, as well as your stay time supply of prescription medicines. However, large amounts of a single type of item, especially if together in one bag or package, creates strong suspicion that you are going to sell those items for the Black Market. Spread the medicines among those in your group.

APPENDIX D

Basic Information for Ukraine

Group Info: Group From (Area, City and/or Church)

Team Leader (name and email address):

Arrival and Departure information (Airline, Flight #, Day and Time):

Number in Group:

Detail skills list on each member of the team (e.g. Can carry 40lbs, can paint, can do landscape, etc.):

Email and phone number of contact in the States:

Mailing address:

Send this information ASAP to: The Missionaries: podgaisky@juno.com and your coordinator Bill Mason and/or Bill Montalvo wmason@carolina.rr.com and montalvo_bill@yahoo.com respectively.

Model of Personal Information Card

PERSONAL INFORMATION CARD	
Name	_____
Passport Number:	_____
Cell Phone while in Kiev:	38-067-500-7511 (This is cell phone # which volunteer coordinators will have with them at all times)
Phone in the Village of Hope:	38-044-972-57-56 (Guard or foster parents will answer. Most likely they answer in Russian-Ask for "American coordinator")
Address:	Village of Hope Yaroslava Mudrogo St. # 20 Bucha, 08292, Kievskaya Oblast, Ukraine
<i>(This is the address that you will put in case your luggage will be lost. Note that mail sent from the States usually takes around 10 working days to arrive)</i>	
Missionaries:	Gennady and Mina Podgaisky
(ONLY UNTIL JUNE 18TH)	
Phone numbers:	Home 38-044-417-6397, Cell: 38-067-502-8682
Home Address:	Frunze St. 26/2, Apt. 2 Kiev, 04080, Ukraine (will be the until mid-June, then relocating for 1 year Furlough in the States)

Fill and make several copies of this card and carry one of them with you always from your departure until your return

APPENDIX E

Ten Commandments for Volunteer Mission Trip Participants by Howard Culbertson

- I. Thou shalt not expect to find things as thou hast them at home, for thou hast left thy home to find things differently.
- II. Thou shalt not take anything too seriously. A willingness to accept things as they are lays the foundation for a good trip to another country.
- III. Thou shalt not let other group members get on thy nerves. Thou raised good money and set aside this time to enjoy thyself.
- IV. Thou shalt not forget that, at all times, thou dost represent thy own country and the Lord Jesus Christ.
- V. Thou shalt not be overly worried. He who worrieth hath no pleasures. Few things people worry about are ever fatal.
- VI. Remember thy passport (or other identification document) so that thou knowest where it is at all times. A person without documents is a person without a country.
- VII. Blessed is the person who says: “In **Ukraine** (Rome), do as the **Ukrainians** (Romans) do.” If in difficulty, use common sense and thy American friendliness.
- VIII. Do not judge all **Ukrainians** by the one person with whom thou hast had trouble.
- IX. Remember, thou art a guest in **Ukraine**. He who treateth his host with respect shall be treated as an honored guest.

Admittedly, these 10 commandments weren't given to Moses on Mt. Sinai. They are, however, based on some foundational principles of success in short-term cross-cultural experiences. So, breaking them can spoil your short-term experience and even tarnish your witness for Christ.