# ÉNGADI MINISTRIES

# TEAM LEADER

# GUIDE

If you are reading this, you have expressed interest in bringing a team of volunteers to work alongside Engadi Ministries in Guatemala City.

This packet serves as your launching pad to plan your upcoming trip and prepare your team.



We're a non-profit organization on a mission to restore the children of Guatemala's slums to their full potential in Christ.



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On an Engadi Ministries trip, you'll be immersed in the sights and sounds of Guatemala. Each team serves inside Guatemala City's Zone 18 neighborhoods, a community neglected even by many public services. Where 72% of children have no access to schools, you will work alongside Engadi Ministries through various hands-on and relational ministry opportunities. We believe that the church is so much bigger than the building that we gather in on Sunday mornings.



For those reasons, we believe that one of the biggest takeaways will be the impact that team members experience interacting with Guatemalan believers — broadening their cultural understanding, and growing a deeper love for the poor in Christ.

Engadi Ministries exists to provide a safe and nurturing environment to youth who have been trapped within the cycles of poverty and violence that characterize Guatemala City's slums, helping them to achieve their full potential in Christ. They believe all children deserve the chance to pursue a brighter future, and they strive to make that hope attainable through community-wide services that include bible study, education, home construction, and health education. Specifically, they strive to identify boys with a drive to succeed, and to support their growth as "mighty men" who will value family, love God and change their communities for the better. A comprehensive, sustained approach is critical. So they serve boys' and girls' spiritual, physical, and intellectual needs over the long-term, encouraging them to pursue ambitious goals.

You'll learn so much about the ministry in your first vision meeting! For more, visit engadiministries.org

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Location: Located on the continent of Central America, Guatemala borders Mexico, El Salvador, Honduras, and Belize. The flight is approximately three hours from the United States.

Language: Spanish is the official language of Guatemala. Spanish as a first or second language is spoken by 93% of the population. Many Mayan villages also maintain their local Mayan languages as well. Basic English is widely understood by locals and advanced English skills are highly sought after for more diverse and higher-paying employment opportunities. Team members are encouraged to learn a few basic Spanish phrases before departure!

Climate: The best way to describe Guatemala's weather is comfortable! From May to October is typically the rainy season, while it is predominately drive from October to May. Year round the projected temperatures in the 70s during the day, and 50s at night and during our early morning breakfast and devotions. During rainy season there is a chance of rain showers in the afternoons, so come prepared!

Religion: Religion in Guatemala is fairly complex, with traditional Mayan spirituality still very much a presence, particularly in the highlands, along with Catholicism and the more recent arrivals of Evangelical Christianity.

# **Meet the Hardemans**



Engadi Ministries is Nathan and Claudia's life's work: It is an ambitious project to transform communities from the inside out, which will provide a safe environment and education to hundreds of at-risk youth. Rather than treating only the symptoms of Guatemala's impoverished and fatherless culture, Engadi tackles the root by building a ministry where children can realize their full potential in Christ.

On a trip to Engadi, you will get the privilege of working alongside Nathan, Claudia, and their entire team!

Get to know the rest of the team and ministry here!







# **Select Trip Dates**

You will work with our staff to select your team's trip dates by contacting hello@engadiministries.org.

Most teams choose a Saturday-Saturday trip schedule. Please allow our trip coordinator to confirm your trip dates before moving forward with signing up volunteers or booking flights!

### **Recruit Your Team**

Our ideal teams are anywhere from 12 - 35. If you have a team smaller than 12 or larger than 35, we are happy to discuss options with you.

## **Book Your Flights**

Our ministry will be happy to recommend the most ideal arrival and departure times for your team, but we understand that the price of flights are usually a determining factor.

## **Team Training and Ministry Prep**

Based on your team's skill set and our ministry's current needs, we will work together to build a schedule that will utilize your giftings and our present needs. Once we settle on a trip itinerary, we expect teams to train, prepare, and gather necessary materials and supplies to effectively accomplish their goals!

### **Get to Guatemala!**

Your trip with Engadi Ministries officially begins at the arrivals gate at the airport in Guatemala City. Our Volunteer Mobilizer will be there to welcome you and get the trip started!





### Saturday, Day 1

Arrive in Guatemala Lunch at Christian Academy of Guatemala (CAG) Service Day at CAG Team Dinner, Orientation, and Ministry Prep at Team House

### Sunday, Day 2

Breakfast and Team Devotions
Engadi Vision Casting by Nathan Hardeman
Leave for Church Service
Worship Service at Vida Real Church
Lunch
Leave for Paraíso (Zone 18, Guatemala City)
Family Festival
Return to Team House
Dinner

Team Debrief, Ministry Prep, and Additional Training at Team House

### Monday, Day 3 - Thursday, Day 6

Breakfast and Team Devotions
Leave for Paraíso (Zone 18, Guatemala City)
Ministry Projects in Paraíso (Zone 18, Guatemala City)
Packed Lunch On-site
Continue Ministry Projects in Paraíso (Zone 18, Guatemala City)
Return to Team House
Dinner, Team Debrief

### Friday, Day 7

Breakfast and Team Devotions
Depart for Culture Day
Final Team Dinner in Antigua
Return to Team House, Pack, and Prepare for Departure

### Saturday, Day 8

Breakfast and Team Devotions Final Clean Up Depart to Airport Fly HOME





The goal for any team is to come alongside the Engadi staff to meet the current needs of the community and ministry. While Team Leaders have an opportunity to give input on your team's projects, we ask that all teams ultimately submit to the leadership of Engadi for the final plans!



### > CONSTRUCTION

Help us share the love of Jesus through action! You will work alongside a team of local construction workers and project foreman. Each project is selected and coordinated with our Engadi Ministries team. We want to ensure we are creating a partnership in this neighborhood that is sustainable over the long term. While our teams are not expected to come with any specific skills in construction, we do expect all team members to come eager to learn new skills and work hard!



### > TEACHING ENGLISH

Help us share Biblical principles about Jesus with student through language lessons! You will partner with our Engadi Ministries team and translators to host a multi-day ESL program for the children and teens of the neighborhood. Knowing English is an incredible asset for residents of Zone 18. Many individuals with this skill will be afforded opportunities to further their education and obtain jobs that would otherwise not be available.



### > HEALTH PROMOTION

If your team has a professional in the field of medicine (family medicine, pediatrics, vision, dental, etc), we would love to consider hosting a clinic in the neighborhood. This would be an incredible resource for our community to receive necessary assessments and next steps for their health in Jesus' name. We have also hosted various classes on hygiene and wellness that a professional could contribute to as well.







### > PROFESIONAL TRAININGS

Similar to clinics, if your team has someone that could assist the community in teacher training, parenting classes, business development, etc, we would love to consider having you host sessions to equip adults in the community in a specific area while also sharing the love of Jesus.



### > FAMILY FESTIVALS

Your team has the opportunity to partner with Engadi Ministries to host a block party in different parts of Zone 18. Your team would host stations including but not limited to bouncy houses, face painting, sports, and games. The Engadi staff are able to take advantage of these community gatherings by sharing the vision of their ministry to the neighborhood, present the gospel, and offer a fun and safe environment for children to experience Jesus through your hugs and smiles.



### > SEVING BY EXAMPLE

Help us model Jesus by making disciples! Some of our veteran teams have taken opportunities to pour into the boys that are a part of Engadi Ministries "Derek" program by taking them on service trips and fun trips outside of Zone 18. Just like you, taking these students out of their comfort zone allows them to see a bigger picture of the Kingdom of God and his work in the nation of Guatemala.





As important as rest is in the Bible, Engadi believes that taking a cultural day to not only rest is important, but it also gives greater depth of insight of the incredible beauty found in Guatemala. You will work with Engadi's Volunteer Mobilizer to determine what you want to do with your team, and the best way to pay the fees.



### > PACAYA VOLCANO

Climb (or take a horse for an additional charge) to the top of Pacaya with a professional guide. This is a fan favorite and anyone can do it (especially with access to horses!). At the top, you will have the opportunity to soak in the views and roast marshmallows with your team. After your tour, you will take time to shop, tour, and eat in the colonial city of Antigua.

Estimated Costs: \$18 / hiker & additional \$30 / horseback rider



### > PANAJACHEL

After a 3 hour drive outside the city, you will arrive at Lake Atitlan. This is a breathtaking lake surrounded by volcanos. While there, you may choose to zip line through the mountains (\$50/person), take a team boat ride (\$150 / 15 passengers), or choose to soak in the lakeside town and shops.



### **Estimated Cost Varies**

### > IXIMCHE MAYAN RUINS

Visit Tecpan, Guatemala and explore the ancient Mayan ruins of Iximche. This is where the spaniards fought and conquered the Kaqchikel Mayan Indians in the 1500's. After your tour, you will take time to shop, tour, and eat in the colonial city of Antigua

Estimated Costs: \$10 / person





All Culture Day fees will be due 30 days prior to your departure date if you plan to pay with check or bank transfer. Otherwise, you will be responsible to pay by cash in Guatemalan Quetzales at the current exchange rate of the day.



### > ANTIGUA FULL DAY

This old cobblestone city has so much to offer! You can visit local artisan markets, drink coffee at local coffee shops, explore the ancient ruins, and take a small hike to soak in the views from atop Cerro de la Cruz.





### > ANTIGUA COFFEE & CACAO FARMS

Take a coffee farm tour, sample delicious coffee, and learn all about this important Guatemalan industry. If you prefer you can participate in an interactive workshop that teaches all about cacao and even have the opportunity to make your own chocolates. After your tour, you will take time to shop, tour, and eat in the old city of Antiqua.





### > LA AURORA ZOO

The Aurora Zoo stands out as one of Latin America's finest. Spanning across 16 beautifully landscaped acres, it serves as one of Guatemala City's largest green spaces. This is also a great option on your departure day if you have a late afternoon airport departure as it is just minutes away from the airport.

Estimated Costs: \$10 / person

Do you have another idea in mind? Let our Volunteer mobilizer know, and we would be happy to look into it!





## **Engadi Fees**

Includes Food, Housing, Transportation, and Translators:

\$650 per person for a standard 7-night trip. \*Additional nights will be \$92.85/night

Housing: The Engadi Ministries Team House unless you are on a "Field Trip".

Food: Variety of Home-Cooked Meals & Select out-to-eat Meals beginning with lunch on arrival day and ending with breakfast on your departure day.

Transportation: Driver and Van or Mini-Bus (depending on size of team)

Translators: We will provide Engadi Staff Translators and/or Trusted Hired Translators

### **Ministry Expenses**

\$5,000-\$10,000 depending on scope of projects and size of the team. Please discuss your projects and tentative schedule with our Volunteer Mobilizer to determine your ministry expenses.

## **Culture Day**

This amount will vary based on your team's decision. Remember, if you do not decide ahead of time and send money ahead of time, you will be responsible to provide Guatemalan Quetzales to pay for your excursion upon arrival.

\*All funds will be invoiced and are due to the Engadi Ministries at least 30 days prior to your trip departure.

Please mail a check to our PO Box in Georgia or send a wire transfer.

### By Mail:

Engadi Ministries International YOUR GROUP NAME, TRIP DATES PO Box 7801 Athens, GA 30604

### By Wire:

Engadi Ministries Intl. -Routing # 061000227 Account #9349001652



# **SAMPLE**

# INVOICE

## **Engadi Fees**

Trip Dates - May 18-25, 2024 Total Number of Participants: 15

Engadi Fees: \$650

Total Due: \$9,750

### **Ministry Expenses**

Completion of the retaining wall and English Teaching Supplies

Total Due: \$6,500

Culture Day

Hiking Day at Pacaya Volcano
Total Number of Hikers: 15
Total Number of Horses Rented: 3

Hiking Fees: \$18

Horse Rental Fee: \$30

Total Due: \$270 +\$90 = \$360

**Total Due: \$16,610** 



\*All funds will be invoiced and are due to the Engadi Ministries at least 30 days prior to your trip departure.

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### By Mail:

Engadi Ministries International YOUR GROUP NAME, TRIP DATES PO Box 7801 Athens, GA 30604

### By Wire:

Engadi Ministries Intl. -Routing # 061000227 Account #9349001652





# **Pre-Trip**

9-12 months out

	Select trip dates with Engadi (ideally 9-12 months out from your trip!)
	Confirm projects and budgets, including supply lists and ministry projects. (this can be a loose plan, but will help you determine team member needs and trip costs)
	Build your team, create fundraising goals, and build a team training schedule
6-9	months out
	Confirm all team members have valid passports or have applied for one. (must have validity at least 6 months past the return date of your trip.
	Submit flight information, team lists, and team member needs (dietary, health, etc)
	Purchase International Medical insurance (required for all teams, if not covered by your church's global insurance) Purchase travel insurance (if you plan to acquire any for your team)
3-6	months out
	Determine culture day with Engadi or prepare cash to take down to determine once you are in country.
	Detail out all ministry projects and supplies in coordination with Engadi Staff
1-3	months out
	Send all money due to Engadi
	Pull out any additional money and funds needed to take down in cash
	Final preparation, packing, team meetings, and departure



# **During Trip**

	navigate Aliport Castorns, Complete Castorns Forms, baggage Claim, and Arrival Details
	Create a system in which to keep count of the entire team (buddy system, small groups, count off)
	Host daily devotions and daily debriefs with the team
	Communicate directly with the Engadi's Volunteer Mobilizer for all team needs, schedule, and projects
	Handle all disciplinary issues that may arise with team members
	Communicate schedules, expectations, and plans to the team on a consistent basis
	Hold additional on-site planning and training meetings that may be needed in preparations for any upcoming ministry projects.
•	st-Trip
	Gather feedback from the team and pass along necessary feedback or suggestions to the Engadi Team for future trips.
	Encourage the team to spread the word about the work Engadi is doing in Guatemala City and beyond!
	Book your next trip!



# **CUSTOMS INFO**

# **CUSTOMS FORM INSTRUCTIONS**



# **CUSTOMS FORM LINK**







### **Entering Guatemala City Airport**

As you de-board the plane and come down the ramp, there are restrooms if you need one. Be sure to stop before going through customs.

Next is money exchange. If there is a line, you can also have some team members exchange on the other side of immigration. If you are under 18, you will need to have someone exchange for you. It is best to have a plan of how much you want to exchange before getting to the counter in order for the process to go smoothly. Also, it is sometimes advantageous for one or two people to exchange a larger sum of money, so you may exchange in bulk with others and ask for small bills to split among your group.

Next, you'll go through Immigration. They'll check and stamp your passport. We recommend going through in small groups of 2-3 instead of your entire group.

After immigration, head to money exchange if you didn't get a chance beforehand. If not, meet the whole group at baggage claim!

Once you gather your bags at Baggage Claim, you'll head to the final Customs section. There, you'll have to stand in a line to exit, and you will either get a red or green light. Green lights walk right out, and red lights go through secondary review. This is also where you may need to show the QR code as proof you filled out the online form for customs. Half the time the secondary review people don't care, and other times they want to inspect everything in the bag. The less you say, the better. Respond only to what is asked.

Everyone can then hang out in the "Tourist" lobby where the rental car kiosks are until everyone gets through Customs. Please stand off to the side so other passengers can get by. No one should leave this lobby until the Team Leaders have identified that the Engadi staff are there and waiting outside for your group. If you walk through the exit, you can not re-enter, so please do not walk out even if you see a familiar face until the Team Leader says he or she is ready.

Once you communicate with an Engadi Staff member, walk as a group to the buses to load up bags! At this point, the Engadi Staff will take the lead!

Please make sure you can carry all your bags without assistance. From time to time, there are some "unofficial" porters that try to help load the van; do not use them (we need to watch for these, they can grab bags and run)!

### **TEAM LEADER TIPS**

#### **Devotions**

We would suggest devotions with the team each morning and a debrief / time of worship in the evening. These times give the team an opportunity to unpack their thoughts and share each day.

### **Passports**

The Engadi Volunteer Mobilizer will keep the team's passports locked up in the Engadi office. We would suggest that you also take a picture of each person's passport to keep on your phone as a backup.

#### **Debrief**

Be sure that you debrief well with your team. Make sure they aren't going home without "closing out the trip". Below are some good questions to talk through with the team towards the end of the trip.

- What are some specific ways we can continue to pray for the people that we ministered to?
- After experiencing everything this week, what are some ways we can pray for people back home?
- When we travel back home, it is easy to become judgmental of those focused on materialism. You may feel a sense of arrogance that you have seen and been with these people and others "just don't understand". How can we fight against this?
- How will you be "on mission" at home?
- You've been actively seeking ways to serve while on your trip. Are you doing that at home as well? If not, why?
- Finally, are you continually praying for the lost in your hometown and around the world?

### **Departing from Guatemala City Airport**

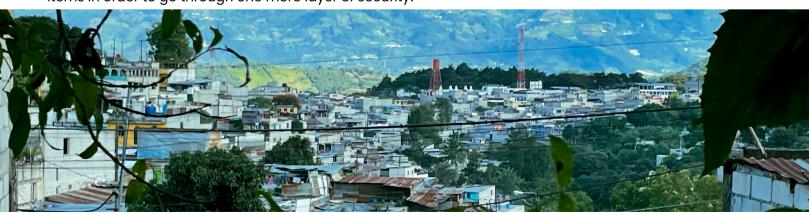
Once the Engadi Staff drop you off, ensure all team members have their passports in hand. You will need your passport visible to enter the airport.

Head directly to the airline kiosks to check in. The immigration officers may ask the team a lot of questions. Remind the team that they are just doing their job and to only answer questions they are asked. It's not illegal or wrong to do service work, but easier to move through to just say you were visiting friends and touring the country.

Once through security, you should go through passport control, and straight to your gate.

Once you get to the gate, check the flight monitors for an updated schedule, delays, boarding time, and then give the team time to go to the bathroom, get some food, shop, etc.

Most airlines also have another security check before boarding the flight. Prepare the team to have their items in order to go through one more layer of security!







Please note that this packing list is a general list based on our traditional short-term teams. If you know your team is doing a unique type of ministry outside the traditional realm of a trip, please adjust accordingly!

### Forecast in Guatemala City: High 80s & Low 50s

### What to wear on the plane:

- Dress in layers!
- Wear shoes that are easy to slip on and off for security.
- No PJs or clothes you wouldn't be comfortable being in on Day 1 of your trip. Most teams hit the ground WORKING!

### Carry-on Tips:

Consider the following items for your carry-on and personal item:

- Passport & Driver's License
- Medications
- Camera
- Extra clothes (in case luggage is lost or delayed)
- Snacks
- Toiletries (remember liquid sizes matter for airport security!)
- Bible, Journal, and Pen
- Anything you can't live without!

### **Clothing Considerations:**

Casual wear is acceptable, but modesty is always important for both genders. You will need lightweight, loose fitting clothing. Dress conservatively even when working. The weather will be between 50°-80°F. Rainy season goes from May to October, and dry season from November to April.

### **Ministry Considerations:**

On top of your teams proposed ministry gift for construction or other ministry projects, most teams will have an opportunity to visit neighborhoods for a Family Festival. You can expect anywhere from 100-200 children at times at these events! Engadi will provide inflatable bounce houses, but consider bringing small gifts, games, and block party type activities for the Family Festival.





## STANDARD PACKING LIST

Apparel	Hygiene
2 sets of travel clothes (no PJs)	Deodorant
<ul> <li>5 shirts</li> <li>High cut, loose fitted</li> <li>T-shirts acceptable</li> <li>Able to change into quickly from contruction</li> <li>2-3 pants</li> <li>Long skirts, khakis, slacks</li> <li>Jeans are fine, no shorts preferred</li> <li>4 days of work clothes</li> <li>Jeans, pants</li> <li>T-shirts</li> <li>Shoes to get very dirty</li> <li>Gloves, hats, safety goggles, etc.</li> <li>1 rain jacket / light jacket</li> <li>"Culture Day" attire</li> </ul>	Shampoo / conditioner  Body wash  Toothbrush/ toothpaste  Medicines (pain, sinus, stomach, etc.)  Razor  Hairbrush  Sunscreen  Wet wipes / hand sanitizer  Sleep aid / ear plugs (if needed)  Chapstick (if needed)  Feminine products (if needed)  Toilet Paper / Wipes (1 pack is plenty!)
1-2 pairs of comfortable shoes/sandals	Tollet Paper / Wipes (1 pack is plenty:)
<ul><li>For free day (after hike)</li></ul>	Travel
	Eye mask / pillow (if needed)
Plastic bag for dirty clothes	Headphones
Underwear, socks, etc.	Tablet /device (if needed)
Personal	Book
Phone Charger (no adapter needed)	Departure Guides (print or save on phone)
Power Block Charger for work days	Other
Sunglasses	
Watch	
Bible, Pen, Notebook	
Snacks (if desired)	
Cash, Cards, Wallet	
Water Bottle (A MUST!)	*PACK SMART BACK LIGHT!
Passport	*PACK SMART, PACK LIGHT!  *Think through anything you may need. Running to a

<sup>\*</sup>Think through anything you may need. Running to a store to pick something up isn't as easy as it seems.



### How do I learn more about Engadi?

First, our Volunteer Mobilizer would be happy to answer any questions you may have. You may also visit our website at any time as well.

### Where do teams stay?

Your group will stay at the team house located in a gated and secure neighborhood located just outside Guatemala City. This is where you will sleep each night, share most meals, and hold team meetings & devotions.

### What is provided with our housing?

Each participant will be provided with a pillow, linens, and a towel. You will be housed in bunk beds (roomed by gender or family). Bathrooms are shared with other team members of the same gender.

### What will the food be like?

We promise that you will think back on the food for years and years to come! Our ministry team provides a cooking staff specifically for your team. You will be fed incredibly well (so you can work incredibly hard!). There will be a variety of meals provided throughout the week.

### What about food allergies?

With enough advanced notice, we can accommodate some dietary allergies. Sometimes finding food alternatives is hard in Guatemala. If someone is severely allergic or allergic to multiple things, we request that you pack foods that are a guarantee to be safe to consume to supplement the meals provided by Engadi staff.

### Should I exchange money?

We would recommend you exchange a small amount of money for drinks, snacks, and souvenirs. Most locations now accept debit or credit cards (confirm with your bank or company that your card is able to work in Guatemala). We would encourage teams to exchange money before baggage claim at the airport. There is also one exchange counter after baggage claim, but there aren't many opportunities once you exit the airport to exchange more.

### Do I need to know Spanish in order to effectively serve on a trip?

Absolutely not! We believe that even a smile and a hug can transcend language barriers when interacting with a child of Zone 18. When language is needed, our on-site translators will be available and eager to help you communicate with others! We would, however, challenge you to brush up on some Spanish skills prior to your trip. This is always a fun way to interact and encourage others (and may provide a few good laughs as well!)

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#### What is the weather like:

All year long, you will find that the weather is chilly in the 50's or 60's in the mornings and evenings and warm in the 80's in the afternoons. We also experience a rainy season (May-October) and a dry season that will impact the weather a bit. Since your team house doesn't have heat or AC, we would encourage you to pack layers in order to be comfortable regardless of the temperature.

### What should I pack:

We would be happy to suggest a packing list based on your tentative schedule. In general, consider the weather, your trip itinerary, and the fact that we are working in environments that would expect modesty.

### Can our team give gifts to those we meet in Zone 18?

It is encouraged to bring small gifts that can be distributed to everyone that you work with under the direction of the site director at the Engadi Transformation Center. Please do not give gifts to individuals or outside the approval of the Engadi Staff. Some great ideas may include:

• Small pieces of candy or party favors like bouncy balls, bracelets, and craft supplies.

### Are there any immunization or medical requirements?

We would request that you visit your local doctor and cdc.gov/travel to ensure that you are personally equipped to travel. Currently, Engadi Ministries and the nation of Guatemala do not have any requirements for entry.

#### Is the water safe to drink?

The water is not safe to drink from faucets, however, you will be provided with safe drinking water from coolers at any of the sites and at the team house. Ice is also safe at any of the restaurants we visit. Please encourage teams to not "risk it" with ice or water from vendors on the street. This will be exhaustively covered at our on-site training.

### Is Guatemala safe for my team to travel to?

We will never guarantee that any team member will be safe on a trip. However, our ministry has partnered with the residents in Zone 18 for over 20 years and believe that we create a safe and predictable environment at any of our work sites. We also take into account the team and real time updates from our staff on the ground. We seek wisdom from the Lord and others and are willing to be flexible as we make decisions about the day's schedule!

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### What's the best contact information for Engadi?



www.engadiministries.org



@engadiministries



hello@engadiministries.org



/engadiministries



# >>>> MAKE YOUR TRIP PLANNING SIMPLE

ARE YOU WANTING TO TAKE THIS TRIP OF A LIFETIME, BUT KNOW YOU DON'T HAVE THE TIME OR RESOURCES TO DO THE PLANNING? WE HAVE YEARS OF EXPERIENCE ORGANIZING MISSION TRIPS, AND WE'D LOVE TO PLAN A TRIP FOR YOU AND YOUR TEAM!

### **ALL YOU HAVE TO DO:**







Visit gowithcrossroads.com for more information.

