

Living in Peace Covenant

Summer Missionary —Host Family Guidelines

Summer missionaries, host families, and housing partners, please discuss each of the following items during the first week of the Summer Missionaries' arrival. Initial each item you have fully discussed and agreed upon. Put a question mark by those that need to be discussed further among you or with Eric Spivey. Please sign your forms. If there are any questions, contact Eric as soon as possible.

1. Schedule

What are the family's normal hours? What will the summer missionary's schedule be? When and how will you communicate to each other your schedules and any daily or weekly changes? There will be a midnight curfew for all summer missionaries. What circumstances are acceptable for the missionary to be late? What is the family's bedtime and when should the family be contacted if the missionary's going to be late? What must the missionary do to be respectful of the host family?

2. Meals and Kitchen

Who will prepare meals? What meals can the host family offer and when? What meals does the missionary need to eat out? Can the summer missionary cook his or her own meals when necessary? Can lunches be prepared for take out? What food is available for snacks? Where can the missionary keep the food he or she buys? In which rooms does the family allow eating? What about dirty dishes, the sink, the dishwasher, et cetera? How much money does the summer missionary need to contribute for common groceries each week?

3. Bedroom, Bath, and Area

Which rooms exclusively will the summer missionary use? Which rooms will be shared? By whom? If there are activities around the home, such as pool, tennis, or golf, can the summer missionary use them, and when?

4. Laundry

When can the summer missionary do laundry and ironing? What do you do with dirty clothes? With wet clothes and towels? How often should bed linens and towels be washed? How do the machines and iron operate? What detergents are safe?

5. Garbage and Other Chores

When is the trash picked up? Where do recyclable items go and when are they picked up? How should the summer missionary keep his or her room(s) cleaned? Using what cleaning items? What about the bathroom? What other responsibilities does the host family want to ask of the summer missionary?

6. Transportation

The host family is not responsible for the summer missionary's transportation. The missionaries have their own car for which they are responsible. Where should the summer missionary park? Does the missionary need a pass to enter the parking facility?

7. TV, VCR, Stereo Equipment, Magazines, Books

What equipment and items can the summer missionary use? During what hours can they be used? How are they operated? What equipment should not be used? Are there rules related to choice of TV programs, movies, or music in the host family's home?

8. Keys

What keys are available for the summer missionary to use? Is there a security system on the house? How does it work? If there is a security gate and guards, how does it work?

9. Family Trips/Vacation

When does the family plan to be away? When might the summer missionaries be away overnight or out of town? What special plans or details about care of the house need to be made? Should the missionary plan to stay in the house when the family is out of town or make other arrangements?

10. Telephone

Who should answer the phone? How should the phone be answered? How should the missionary take messages for the family? How should the family take messages for the summer missionary? Is there an answering machine? Should calls be referred to each other at work or just written down? When is it best for the summer missionary to use the phone? The summer missionary will not be allowed to make direct dialed long distance calls on the family phone. Reimbursement will not be allowed. The missionary should use either phone credit cards or phone cards for all calls.

11. Outgoing Mail

Can the summer missionary leave mail to be picked up by the local postman or should it be taken to the post office? Is it acceptable for the missionary to receive mail at the host family's address?

12. Thermostat, Circuit Breakers, Et Cetera

How do the systems in the house run? What should the missionary know how to do in case of problems with electricity, plumbing, air conditioning, fire, or et cetera?

13. Emergency Procedures

In case of emergency, who should be called? How do the summer missionaries contact fire, rescue, police, host family, supervisor, et cetera?

14. Special events and times

Will there be times that the family would like for the summer missionary to make alternate plans? There will be a family time set aside for the family and summer missionary. How will the summer missionary and host family use it?

15. Visitors

How does the family feel about day visitors? How long in advance should the missionary ask the family if visitors can come over? What activities are acceptable? Does the visitor need a pass to come and visit? If so, who can call in the pass? If the missionary can call in the pass, how does he/she do it? No overnight guests are allowed.

16. Dating

There will be a no dating policy.

17. Computer

Is there a computer in the house? A free computer for Email usage is available at the Beaufort County Libraries. What, if any, privileges will the missionary have on the home computer. It is the policy of LCM to not allow student missionaries to be alone when on the Internet.

18. Boundaries

The student missionary should not leave Beaufort County without permission by Eric.

19. Are there special needs that the family members or student missionary have that need to be discussed? Medical, physical disabilities, et cetera.

Host Family: _____

Student: _____