

Hosting International Workers

GUIDELINES & QUESTIONS TO CONSIDER

One of the rhythms of the Alliance NW is hearing from and hosting International Workers (IW) when they are on home assignment. There are many benefits for both the IWs and for churches when an IW and/or their family comes to visit a church. Because of that, we have prepared this document to help you consider some minimum guidelines and questions when you decide to have an international worker come to your church.

GUIDELINES WHEN HOSTING

FOOD AND LODGING: It is the responsibility of the host church to provide food and lodging for IWs who speak at their church.

LODGING: In most cases, IWs are housed in people's homes and there may be no costs to reimburse. If an IW has to stay in a hotel, the cost of that stay will be covered by the church.

MEALS: In many cases, IWs have their meals provided for them by staying in someone's home or by eating meals at the church for luncheons or banquets. In situations where their meals are not provided by the church, the church should provide a per diem or cover the actual costs.

TRAVEL COSTS: It is the responsibility of the host church to reimburse transportation costs to the IW for their travel to their church. The host church can communicate with the next church on the IW's schedule about travel costs - contact Alliance NW to help with this. If the IW is using their own vehicle, the church is to reimburse their mileage. If the IW is using a district car, reimburse their gas costs. If a check is cut for travel costs, please keep that check separate from the love gift or honorarium for their time. Food reimbursements should be included with travel costs.

LOVE GIFTS & HONORARIUMS: This is a practical way to demonstrate your love and care for the IW. Provide an honorarium/love gift of at least \$100.

GIVING TO ALLIANCE MISSIONS: The pastor or key leader should be the one to communicate the importance of funding to support our IWs. You can ask for general funding towards all the work of the Alliance or designate funding to the specific IW visiting your church. Both ways of giving go to the Great Commission Fund. For more information on giving, go to cmalliance.org/give.

QUESTIONS TO CONSIDER

Many of these questions should be discussed with the IW - feel free to communicate directly with them. If you are uncomfortable or need help processing what it could look like for an IW to visit your community, please feel free to connect with us at Alliance NW.

HOSPITALITY

1. When will the IW visit your church?
2. What do you need to do to make the time at your church a blessing for the international workers? How will you welcome them? How do we make them feel welcomed into our church community on the weekend or during the week?
3. Will you build in time for them to rest or tour your city?

LODGING:

4. Where will they stay? Will they stay in someone's home? Are they comfortable being hosted in a home?
5. If they stay in someone's home, will you touch base with the hosts and give them some instructions and encourage downtime?

HONORARIUMS:

6. How will you thank them? Will you pay them for preaching if they preach? Will payment come out of your budget? How much will you pay them? Will you reimburse their travel? Will you take an offering for them?
7. Will you connect with the IWs about how they are funded and their funding needs? All of our IWs have to raise a portion of their financial support so finding ways to come alongside them is crucial! (For more information on how IWs are financially supported, go to <http://www.cmalliance.org/about/great-commission-fund>)

MINISTRY LOGISTICS

1. How do these international workers fit into your overall mission/ministry?
 - How can you connect them to what you as a church do? How can you connect your church with them and with the greater Alliance family?
2. Will you have guidelines on what you want them to share? How do you want them to communicate their ministry? Will you discuss with them and let them speak into how their time at your church looks? What are you comfortable with them doing/communicating?
 - Do you want them to preach a sermon or do an interview? Will you ask for an outline for their talk? What is the Scripture they will be using? What do you want them to communicate?
3. How do they like to communicate their ministry? (Preaching? Interview? Smaller settings?)
4. How will their time be spent?
 - Sunday morning? Speaking to the kid ministry? Youth ministry?
 - Will they go to small groups?
 - What are some ways they can connect with people outside of a Sunday morning?

RELATIONSHIP WITH YOU/CHURCH

1. Are they an official partner to your church and/or do you want them to be?
2. What would it look like for them to become an official partner to your church?
3. How important is it that they know the leadership team at your church? Should they visit with the elder board, church boards or other leadership teams (IWs love a chance to share with leadership)?
4. Would it be helpful to have them participate in a staff meeting or staff meal?

POST-VISIT

1. Will you keep in contact with the international worker(s)?
2. Do you have a strategy for continuing relationships with the workers?
 - Will you encourage your church to continue relationship?
3. Will you support the international worker in some form or way?
4. Will you give feedback to the international worker about their visit? Will you give feedback to the district office about their visit?

NEED HELP?

We can help talk you through any of the above questions, provide support, creative ideas or even help you communicate with our Alliance International Workers.

Please contact Alliance NW by emailing:

Hannah Cockerham – hannah@alliancencw.org OR

Amber Curry – amber@alliancencw.org