

**BASIC INSTRUCTIONS FOR MISSIONARY SERVICE
IN THE INNER CITY PROJECT**

I. NEW ASSIGNMENTS

Bishop or Branch President

The bishop or branch president is the key contact in your newly assigned ward or branch. He will make your assignments and he is the one who is responsible for all the members and non-members within the ward or branch boundaries. Keep him informed regarding your activities. (See "Reports" under Inner City Project.)

Time Commitment

Letting the bishop or branch president know how much time you can spend in your assignment will help him understand how many families or individuals to assign you.

Assigned Ward or Branch

Your time and energy should be devoted to your assigned ward or branch. Attend as many meetings and social functions as possible. Being active is one of the best ways for members to become acquainted with you.

Meetings

You may be invited to attend welfare meetings in your new ward or branch. The frequency of these meetings will vary according to the discretion of the bishop or branch president. Sometimes they will also want you to attend ward council meeting. Sometimes the bishop or branch president has a separate meeting with just the service missionaries. Attend ward or branch block meetings and other meetings during the week. Become an involved member of the ward.

Home Teaching & Visiting Teaching

The bishop or branch president may call you and your companion to be visiting teachers or home teachers to specific individuals and families. When local ward or branch members are assigned to be visiting teachers or home teachers to the same people you are assigned to, it is important to work together to bless the lives of the people.

Introduction to Assigned Families or Individuals

Your bishop or branch president might personally introduce you to your assigned families or individuals. He might ask you to call on them without a formal introduction. You might work with some for your entire mission and others for a brief period of time.

Appointments

It is not always possible to make appointments with those you serve. Some do not have phones and some may be reluctant to meet you.

Visits

Some families will not let you in their home on your first few visits. It may be that they do not know you or that they are embarrassed about their living conditions. They may only want to visit on the doorstep or porch.

Trust

Trust is earned and takes time. Be patient. Do not try to rush the process.

Birthdays & Special Events

Remember birthdays and special events with a card, small gift or birthday cake. You may get these dates from the ward clerk or from the families or individuals directly. Also, learn about church, school and sports activities. For some, you may be the only one to remember these important occasions.

Involving Family, Friends and Your Home Ward Members

Tell your family, friends and home ward members about your assignment. With the permission of the bishop or branch president you may be able to involve others in helping those you serve. Service opportunities can help others feel the spirit of serving and expands the Lord's Storehouse (Time, talents and resources of those willing to serve are all part of the Lord's Storehouse). Some who have given service in the past have become service missionaries.

Love the People

Love as the Savior loved. Many need someone to listen to them and share their concerns without judgment. There will be those to whom you will be assigned who are physically or emotionally disabled or have lifestyles different from yours. Charity, the pure love of Christ, enables us to look past those differences and see each other as children of our Heavenly Father.

II. COMPANIONSHIPS

Couples

Your spouse is your companion. Go together as much as possible. There may be times when one of you may need to go somewhere without your companion. (See "Safety" under Common Challenges.) You will discover hidden strengths in your companion. Learn to listen to each other's ideas.

Single Brothers and Sisters

Single brothers and sisters will be assigned another service missionary as a companion when it is possible. Sometimes a member of the ward or branch may be assigned as a companion.

Transfers

The ward or branch to which you are initially assigned is the area where you will serve your mission. Building rapport with the people and leaders is one of the most important things you can accomplish. Transfers for special circumstances may be accommodated.

III. INNER CITY PROJECT

Stake and Ward Lead Couples

Stake and Ward Lead Couples are to assist you when you need help. Go to your Ward Lead Couple first. If they cannot help they will go to the Stake Lead Couple for additional assistance. If there isn't a Ward Lead Couple go to the Stake Lead Couple directly. If the Stake Lead Couple cannot provide the assistance needed they will call on someone in the Inner City Project leadership. Stake and Ward Lead Couples will hold missionary meetings in the ward, branch and stake as needed. Missionaries serving in Spanish speaking branches or wards are to go directly to the Assistant Directors over Spanish units for assistance.

Newsletter

There is a periodic newsletter and we welcome your comments, successes and helpful hints. Please send to newsletter@innercityproject.org

Reports

Monthly reports are to be submitted online to the Director of the Inner City Project or may be mailed to him directly. If a missionary does not have access to the internet, they may also contact their Ward or Stake Lead Couple for assistance. The bishop or branch president may ask for a written report. However, most of your reporting to him will be verbal in welfare meetings or in private conversations.

Quarterly Missionary Conferences

All missionaries serving in the Salt Lake Inner City Project are invited to attend quarterly Missionary Conferences. Usually these last from 6:30 p.m. to 9:30 p.m. on Friday evenings. You may consult the Calendar for dates on the Inner City Project website. There is a general session attended by all service missionaries and Project leadership for about 1 hour. Following the general session there are up to five or six break-out sessions running concurrently each with training usually facilitated by Storehouse Specialists. Storehouse Specialists participate on a rotational basis so that over a period of time service missionaries will have exposure to them in a training capacity. Each break-out session is repeated three times so that service missionaries can attend as many as they choose. Missionary Conferences also provide an opportunity to become acquainted with service missionaries serving in other wards and branches in the Inner City Project.

IV. PERSONAL

Temple Attendance

You are urged to attend the temple regularly where you will find necessary spiritual strength to serve.

Home Ward and Stake

Your membership will remain in your home ward. Your tithing and other donations are made to your home ward. Your temple recommend will be issued from your home ward. You should continue to have home and visiting teachers from your home ward. You should not have any callings in your home ward or stake but you may want to attend special occasions. Your time and energy should be spent in your newly assigned ward or branch.

Name Badge

Your name badge should be worn anytime you are functioning as a service missionary.

Clothing

On Sunday, you should wear Sunday attire. During the week casual clothing may be more appropriate. You should always wear clothing in keeping with church standards. You should be sensitive about what you wear (including excessive jewelry etc.) so as not to intimidate those you serve.

Car Expenses

Missionaries will not be reimbursed for car expenses incurred in their missionary service.

Family Commitments

Family commitments are important. Let the bishop or branch president, Ward and Stake Lead Couples know when you will be gone.

Vacations

Take vacations as you would normally. Let the bishop or branch president, the Ward and Stake Lead Couples know when you leave so they can take care of any needs that arise in your absence.

Medical Leave

Health problems may arise during your service. Let your bishop or branch president know as well as the Ward and Stake Lead Couple, so that your assignments can be taken care of during your absence. Additionally, inform the Director or an Assistant Director in the Inner City Project Leadership about any serious health issues.

Money

Do not use your own money to assist those you serve. There may be occasions when you choose to buy something for those you serve but it should be minimal. Financial assistance is to be given only by the bishop or branch president.

V. TEACHING OPPORTUNITIES**Scriptures**

The scriptures are a wonderful teaching tool. Some families and individuals will be receptive on your first visit. With others it may take weeks or months to build a relationship before they are ready to study the scriptures. Listen to the Spirit and you will know when it is time. As you become acquainted, you will be able to evaluate the family's understanding of the gospel. You may have to start with the very basics and may want to use the full time missionaries (See "Full Time Missionaries" below.). Some people cannot read. Be careful not to embarrass anyone. In time and as prompted by the Spirit you will be able to determine their level of literacy.

Prayer

Some families will want to have a prayer with you on the first visit. It may also take weeks or months to build a relationship before prayer is welcome. Listen to the Spirit and you will know when it is time. It never hurts to ask if they would like to have prayer before you leave. Remember that success is measured in very small steps.

Lessons

Once you become better acquainted with those you serve, be prepared to give a spiritual thought or lesson. Rely upon the Spirit to know when this is appropriate.

Family Home Evening

Most families welcome Family Home Evening. Make it simple, fun and interesting especially when children are involved. Refreshments are always a good idea.

Budgeting

Under the direction of the bishop or branch president you may be asked to assist someone with their budget. Many families and individuals have never had a budget. Most live from day to day or paycheck to paycheck. Become familiar with the budget sheet in your handbook, so that you can help them with the budgeting process. It is important to establish a trusting relationship before this sensitive subject is discussed. Remember how you would feel if someone you did not know or trust wanted to talk about your finances.

Full Time Missionaries

With the permission of the bishop or branch president, you may use the full time missionaries to help teach the gospel to those you serve. There are times when the full time missionaries may need your assistance.

VI. COMMON CHALLENGES

Language Barriers

Many different languages are spoken in the Salt Lake Valley which can make it difficult to communicate. Sometimes younger family members or acquaintances that speak English can provide translation for the older generation. Information regarding ESL (English as a Second Language) classes is available in the Storehouse of Specialists handbook's Education section under Adult Programs.

Abuse

Physical or mental abuse of a child or spouse needs to be reported to the bishop or branch president immediately. (See "Guidelines for Abusive Situations" below.) Bishops and branch presidents can instruct you on how to handle these situations. If physical abuse is taking place in your presence call the police immediately then call the bishop or branch president. Do not get physically involved, these can be very dangerous situations. If you become a witness to an abusive situation, have phoned the police and fear retaliation, the bishop or branch president may want to make a change in assignment.

Safety

Most of the ward or branch areas are safe but it is always important to be aware of your surroundings. The leaders in the ward or branch will instruct you regarding areas that should be avoided during certain times of the day or night. Go with your companion as much as possible. There will be times when one of you may need to go alone. Use caution and see if someone from the ward or branch can go with you. You will make new friends in the process. Listen to the Spirit.

VII. GUIDELINES FOR ABUSIVE SITUATIONS

Witness Safety

There are three kinds of witnesses. a.) Those involved in the original criminal conspiracy and/or enterprise. These have the most to fear from retaliation. Even then retaliation is rare. b.) Those involved with the targeted individual in such a manner that the perpetrator considers them on a par with the victim. These usually have no danger, except when they are with the victim at a time the perpetrator has concluded to use violence on the victim. Even then most of them are not harmed, although the victim may be injured or killed. c.) Independent witnesses. These are those who have no emotional involvement with the situation, merely happen to see what occurred. Most missionaries will fall within this category. It is very rare for these types of witnesses to be targeted for revenge. There are frequent verbal threats, but no follow through. The possibility cannot be discounted, but the actual occurrence for such retaliation is extremely rare. The verbal threat to a witness is also a crime and judges punish that very severely.

Practical Guidelines

a.) When a confrontational situation arises, the missionaries should not take any action that will transfer the focus or hatred to the missionary. Usually the presence of the missionaries or other independent witnesses is sufficient to defuse the situation from one of immediate violence to one of intense verbal confrontation. Police are taught to immediately separate the parties;

missionaries should not physically do so, but should suggest separation and strongly encourage it.

b.) If immediate physical violence is a reality or imminent possibility, the missionaries should immediately call for police assistance. If possible, the call should be made outside the presence of the offenders. The bishop or branch president should be notified as soon as possible after police notification.

c.) Any abuse which places a child in danger such as no food, lack of care, physical violence, or use of drugs in the home while the child is present, or other actions which place the child in danger of health and safety must be reported to the police or DCFS or both, as well as the bishop or branch president. This should be done outside the presence of the perpetrators. The missionaries should consult with the bishop or branch president immediately, but if the bishop or branch president is not available, authorities should be notified without delay. The bishop or branch president has immediate 24 hour access to the Church Attorneys, and the missionaries must follow the advice the attorneys give to the bishop or branch president.

d.) Any immediate physical danger to the safety and well being of a child such as physical or sexual abuse or cooking meth in home while the child is present must be reported to the authorities immediately and the bishop or branch president notified as soon as possible.