

WHAT YOU NEED TO DO TO APPLY FOR WILMINGTON TRIP

Materials Needed Before Arrival

- Complete the Information Sheet for Mission Team Leader below.
- The application for the Wilmington trip is on pages 8-10.
- The Skills Assessment (on the application form) will determine the work projects that we will be assigned for the week.
- Mail a completed Information Sheet and Application (with Liability Release Form) to Presbytery of Western NC, 114 Silver Creek Road, Morganton, NC 28655 along with a check for \$100 made out to Presbytery of WNC. The Presbytery will forward all applications to the on-site managers for the trip and the Presbytery will make one check payment to the host church prior to our arrival.

Information Sheet for Mission Team Leader

Name: _____

Email address: _____

Home church: _____

Best phone number to contact you prior to the trip: _____

Best phone number to contact you while on the trip: _____

Food Allergies _____

I am diabetic: Yes _____ No _____

Are you willing to help prepare a meal? Yes _____ No _____

Are you willing to lead an evening devotion? Yes _____ No _____

Do you plan to spend Friday night before returning home?

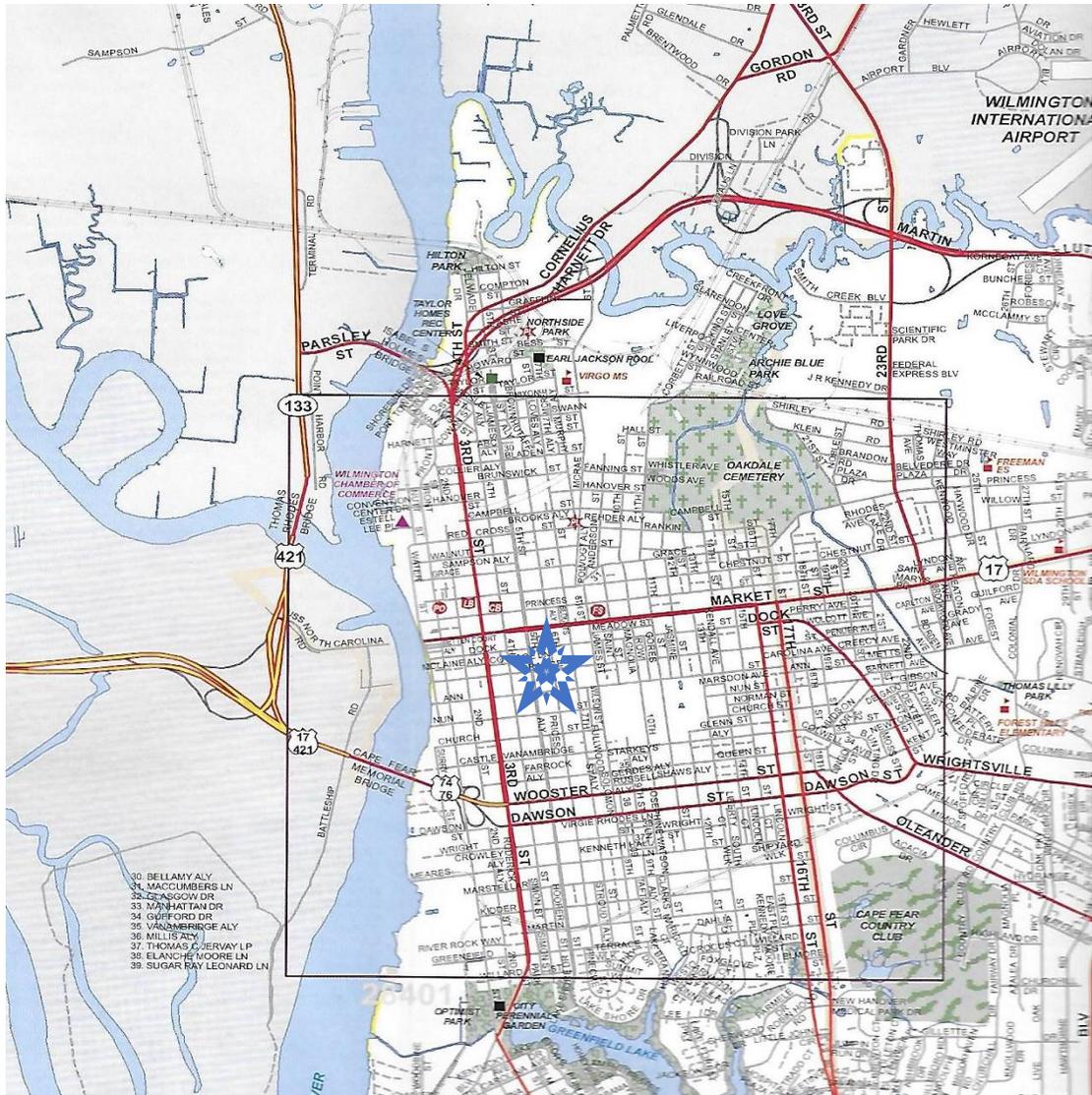
Yes _____ No _____ Not sure yet _____



Host Site Manual – Presbyterian Disaster Assistance

First Presbyterian Church, 125 South Third Street, Wilmington, NC 28411

PDA Contact: Marilyn Bishop marilyn@firstonthird.org 910-762-6688



The Church's official street address is 125 South Third Street (the *northeast* corner of Third and Orange Streets).

The address of the building where PDA volunteers sleep is 207 South Third Street (the *southeast* corner of Third and Orange Streets).

The address to use in your navigation system to arrive at the proper driveway is 314 Orange Street (the driveway to the parking lot behind your sleeping quarters).

Who Is First Presbyterian Church?

Vision, Mission and Core Values

A caring congregation where lives are transformed by Christ and all are seeking to grow in faith and love.

Brief History

An established Presbyterian group existed in Wilmington as early as 1760, when the first resident Presbyterian minister arrived. In 1785, the “Protestant Presbyterian Church of Wilmington” was incorporated by the State Legislature. The church seems to have continued its semi-independent existence until April 4, 1817, when it was received into the Fayetteville Presbytery of the Presbyterian Church.

Fire destroyed the first three buildings erected by this congregation. The first two, built in 1818 and 1821, were located on Front Street between Dock and Orange. The third building, which was constructed on this present site, was dedicated on April 28, 1861, and burned on New Year’s Eve, 1925. It was succeeded by this present building, which was completed in 1928.

The Cameron Center, where PDA groups live, was built as a private residence in 1913. It was converted to an assisted living center in 1948 and in the 1950s two wings were built on each side of the original home. The center closed in 2000 and was purchased by First Presbyterian Church for use as classrooms, meeting space, a preschool, kitchen and dining facilities, and living space for visiting groups.

Hurricane Florence

The eye of Hurricane Florence came ashore on September 14, 2018, on Wrightsville Beach, about 8 miles east of the Church. The five-day rain accumulation made it the wettest tropical cyclone ever recorded in North Carolina. The area’s soils were already saturated from earlier rain, so the 36 inches of rain dropped in this storm caused extensive flooding throughout southeastern North Carolina. Statewide, approximately 2,200 primary and secondary roads closed due to flooding, including long sections of Interstates 40 and 95. In addition, while the storm was “only” a Category 1 storm at landfall, its slow westward movement meant that large numbers of buildings experienced roof damage while the rain was falling. Thus, some homes were damaged by rising waters, others by falling waters, and some by both. Southeastern North Carolina needs help in recovering from this hurricane. ***Thank you for coming!***

What Will Mission Groups Do?

Most mission groups will primarily be removing damaged walls, ceilings, and floors and otherwise preparing homes for reconstruction. Our Work Partners (NC Baptists on Mission) have already begun preparations for the rebuilding phase, which may include installing insulation and sheetrock, drywall mudding, flooring and painting.

Where Will We Stay?

The Hospitality Suite (amusingly called the “Penthouse”) at First Presbyterian offers 8 semi-private bedrooms most of which have their own half-baths. These rooms can accommodate 3-4 sleepers on foam pads on the floor, or on fold-up cots with foam mattresses. Volunteers may also sleep in the sunroom if they wish.

Shower facilities include separate men’s and women’s shower rooms with one stall each. These rooms also have a toilet and sink.

The Hospitality Suite also has a room set aside for relaxing, reading, and watching DVDs. The TV does not have cable service. Wifi service is available.

A washer and dryer are available for use if you have extremely dirty clothing from your work. Any laundry must be done while your group is in the building (dryers may not be run unless someone from your group is in the Suite).

A dresser in room 310 is fitted with a hasp and padlock providing some security for valuables. The only keys to this padlock are the ones in the lock itself, which a member of your group must take with you daily. You may also bring your own padlock if you wish.

Your primary entrance and exit to the Hospitality Suite will be via the outside stairway from the back patio. Do not prop this door open at any time. *The internal stairway and elevator must not be used by volunteers during the morning since they offer access to our preschool classrooms.* During the late afternoon and evenings if you need access to the downstairs kitchen, you may use the internal stairway and elevator. During your orientation, the welcome volunteer will give you the security codes for the doors.

Some cleaning supplies are in the shower rooms and the kitchen. Others are in the Linen Closet where the washer and dryer are located.

Where Will We Eat?

First Presbyterian Church will provide a continental breakfast and lunch materials, all of which will be found in the Hospitality Suite kitchen for volunteers to prepare for themselves. Breakfast foods will include such items as bagels, cream cheese, toast, fruit, fruit juice, cereals, milk, yogurt, coffee, and granola bars. Lunch foods will include sliced turkey, sliced ham, sliced cheese, sandwich bread, fruit, chips, and cookies. Bottled water will also be supplied.

Volunteers will be responsible for their own suppers. You may treat yourselves to a meal at a local restaurant, place a takeout-order, or purchase food and prepare it on site. The Hospitality Suite kitchen has home-style appliances which will be sufficient for small groups to prepare their own suppers. Larger groups of volunteers who wish to prepare their own suppers may use the restaurant-style kitchen one floor below. Please contact the Marilyn Bishop (contact info on

front page) to determine whether the large downstairs kitchen will be available for each night of your stay. We sometimes have other groups which have reserved it.

Both kitchens have utensils, dishes, and food storage items available for your use. Please bring enough coolers for your group to carry lunch items to and from your worksite. You will need at least one cooler for 2-3 beverage bottle/cans per person per day, AND a cooler(s) for one bag lunch per person per day.

There are dozens of wonderful restaurants within walking distance and throughout Wilmington. An updated list of possibilities is on the bulletin board in the hallway of the Hospitality Suite.

What Is Provided, What Do We Bring, What Are The Charges?

Volunteers are expected to bring their own toiletries, bedsheets and blankets (or sleeping bag), pillow with pillow cases, towels and washcloths. We will provide breakfast foods, lunch foods, and kitchen basics (dish soap, paper towels, dishes, and basic cooking items, condiments, etc.).

First Presbyterian Church will charge \$10 per person per day to cover to utilities, supplies breakfast foods, and lunch foods. This fee will be collected at check-in.

Your group is expected to provide its own transportation to and from Wilmington, and to and from the worksites.

As a small memento of your work here, please take an official blue Presbyterian Disaster Assistance tee shirt located on the shelves in room 311. Wear it with pride!

What Are The Rules & Recommendations?

Age requirements

We expect that most volunteers will be 18 or older, but we do accept volunteers between 16 and 18. To stay at the church, volunteers ages 16 to 18 must have signed parental consent and waiver of liability, and must be accompanied by chaperones who are over the age of 21, with one chaperone for every four persons under the age of 18 in the group. We expect all chaperones to be fully vetted by the sponsoring organization. As a minimum precaution, we urge organizations to use the national sex offender public website (www.nsopw.gov) to clear their members before arrival in Wilmington.

Policies:

- No alcohol or recreational drugs are allowed on church premises.
- No firearms are permitted in the church building or on the church grounds.
- No vaping, smoking or other tobacco use is allowed in the church building or on the grounds.

- To reduce the possibilities of sexual harassment, bedrooms shall be occupied by persons of the same sex, unless the persons are married to each other.
- Keep the premises, especially the kitchen, clean at all times. Cleaning crews will empty trash cans as needed, but will not do other regular cleaning until the volunteers leave.

Emergencies

In an emergency, call 911. The address of the building where PDA volunteers sleep is 207 South Third Street (the *southeast* corner of Third and Orange Streets). Tell the operator you will have someone from your group meet the ambulance at the *Orange Street driveway* to guide them in.

The closest emergency room is at New Hanover Regional Medical Center at 2131 S. 17th Street. The closest walk-in clinic is at 608 Dawson Street.

Your team should bring a first aid kit for use on the worksite and in the Hospitality Suite.

Safety

- The church is not responsible for items left in vehicles or in the building. Please keep vehicles locked at all times and valuable items out of sight.
- It is not especially dangerous to walk in downtown Wilmington in the evening, but volunteers must travel in pairs or groups after dark.
- Volunteers should use the same caution they would use in any urban area.
- To protect your individual workers as well as our children and vulnerable adults, we ask that you avoid being in an isolated area of the church when a minor or vulnerable adult is present.

Checkout policy

Please tell your church host the date and time you will leave. The area, especially kitchen areas, should be left clean.

Guidelines for the jobsite

- We are not here to judge, we are here to help and provide hope.
- We are God's hands, helping our neighbor.
- Some homes had deferred maintenance prior to the flood.
- The homes you are working on have been chosen for a reason you may not know.
- Homeowners may be "warm and fuzzy" and some are not. Be prepared for both.
- One of the great gifts you bring is your "new ears" – listen to the homeowner's story. You may want to designate a listener in the group and rotate if you want.
- Some homeowners will be onsite, some you may never see.
- You will likely see a full range of emotions – know any anger is not personally directed at you.
- You are working on someone's home. Please be respectful.
- If you don't know how to do something, ASK.
- Don't do what you don't know how to do.
- Do the best job you can - do the work you would like done in your own home.
- Damaged items have an emotional attachment for the home owner that you may not expect.
- Have fun! One of the gifts you can bring is joy. Humor can be healing.

Lists, lists, lists

Personal packing list

- Work boots with hard/steel toes. Athletic shoes are not the best choice for a work site.
- Work gloves
- Heavy pants (not shorts)
- Long sleeve shirts with layers that can be added or taken off
- Insect repellent
- Sunscreen
- Hat
- Sunglasses
- Reusable water bottle
- Personal toiletry items
- Personal medications
- Hand sanitizer
- Shower shoes

Volunteers are welcome to bring their own tools, if clearly marked.

Group packing list

- 2-4 large coolers
- First aid kit
- Signed release forms for each participant
- Fees for each person (\$10 per person per day)

Grocery Stores

- The closest grocery store is Food Lion at 1929 Oleander Drive (sorry, the Church is in a food desert).
- The closest Walmart is at 5226 Sigmon Rd. (just off Market Street near New Center Drive).
- The only Costco is at 5351 Gingerwood Dr. (just off Market Street near College Road).

**GENERAL RELEASE, INDEMNIFICATION AGREEMENT AND
AUTHORIZATION FOR MEDICAL TREATMENT**

Participant name: _____ (“Participant”)

DOB: _____

Home Address: _____

City/State/Zip: _____

Telephone: (Cell) _____ (Day/Evening) _____

In consideration of the opportunity provided to me to participate in the Hurricane Florence Disaster Response and any services, housing, food, and the like provided by PCUSA (as defined below), I, Participant, hereby understand and agree that the Presbyterian Church (U.S.A.) General Assembly, all synods, presbyteries, and local churches (such local churches to include but not be limited to First Presbyterian Church of Wilmington, North Carolina, Presbyterian Church (U.S.A.)), and their corporations and related entities, their staff, volunteers, directors, officers, agents, elders, deacons, representatives, successors, assigns and entities (hereinafter collectively referred to as "**PCUSA**") will not be responsible in any way whatsoever for loss, damage, or injury of any kind or in any manner resulting from or in connection with my participation in the Hurricane Florence Disaster Response.

I, Participant, understand and agree that PCUSA does not and cannot guarantee my safety in connection with the Hurricane Florence Disaster Response. Further, I understand and agree the activities involved with the Hurricane Florence Disaster Response may include but are not limited to the following: difficult living conditions, risks concerning means of travel, food, water, diseases, pests, poor sanitation, and other health related situations, including potential injury while working. I accept and assume all responsibility for all risks which may occur during, in connection with, or result from my participation in the Hurricane Florence Disaster Response including, but not limited to, potential injury while working.

RELEASE: With the above in mind and by my signature below, I fully understand, agree and hereby voluntarily release and forever discharge PCUSA. PCUSA shall not be responsible or liable in any way for any accident, loss, death, injury or damage to myself or my property, in connection with my participation in the Hurricane Florence Disaster Response or any portion of the Hurricane Florence Disaster Response even if said injury or action is due to the alleged negligence of PCUSA. Further, I do hereby agree to indemnify and hold PCUSA harmless against any and all liabilities, damages, claims, actions or rights of action, suits, judgments and associated costs and expenses (including, without limitation, attorneys' fees) of whatsoever kind in connection with my participation in the Hurricane Florence Disaster Response or any portion of the Hurricane Florence Disaster Response. Further, I make this agreement on behalf of my heirs, agents, fiduciaries, successors and assigns. I waive, knowingly and voluntarily, each and every claim or right of action I have now or may have in the future against the PCUSA related to my participation in the Hurricane Florence Disaster Response, even if any such claim or right of action is caused by PCUSA's alleged negligence. This document does not release PCUSA from gross negligence.

MEDICAL COVERAGE: I understand and acknowledge that **no medical or other insurance or health care benefits will be provided to me by PCUSA** during my participation in the Hurricane Florence Disaster Response, and I certify that I have sufficient health, accident and liability insurance or other benefits to cover any bodily injury or property damage I may incur while participation in the Hurricane Florence Disaster Response and to cover bodily injury or property damage caused to a third party as a result of my participation in the Hurricane Florence Disaster Response, as follows:

Company _____ Policy # _____

Address _____

MEDICAL RELEASE: I hereby state that I am in good health and have all medications necessary to treat any allergic or chronic conditions, and I am able to administer such medications without assistance. If at any time during my participation in the Hurricane Florence Disaster Response I need emergency medical care and am not able to give consent because of my physical or mental condition, I authorize PCUSA to make emergency medical care decisions on my behalf, and I specifically release PCUSA, in making those emergency medical care decisions, from any and all liability associated with said decisions, even if injury or death is the result of PCUSA's alleged negligence.

Person to be notified in case of injury:

Name _____

Telephone: _____ (evening) _____ (daytime)

Cell Phone: _____

ALL PARTICIPANTS MUST SIGN:

My signature below indicates that I have read this entire two page document, understand it completely, and agree to be bound by its terms.

SIGNATURE OF PARTICIPANT: _____

DATE EXECUTED: _____

SIGNATURES MUST BE WITNESSED:

SIGNATURE OF WITNESS: _____

DATE EXECUTED: _____

(SIGNATURE OF PARENT OR LEGAL GUARDIAN IS ALSO REQUIRED IF PARTICIPANT IS UNDER 18 YEARS OF AGE.)

SIGNATURE OF PARENT/LEGAL GUARDIAN (if applicable) _____

SIGNATURE OF WITNESS: _____

DATE EXECUTED: _____



Volunteer Team Skills Assessment

Work Site: _____ Group Name: _____ Hometown: _____ Number and Type of Vehicles: _____

Team Leader: _____ Leader's Cell: _____ Stay Dates: _____ Work Dates: _____

Please have each team member specify skills according to the following levels:

1= haven't done yet but willing to try 2= have done but need guidance 3= can do well independently 4= can do well and guide others 5= working in trade

	Full Name	Gender	Age	Lead work crew? (y/n)	Debris Removal	Heavy Lifting	Foundation	Tear out drywall, floors	Framing Carpentry	Finish Carpentry	Electrical	Plumbing	HVAC	Insulation	Drywall Hanging	Drywall Finishing	Siding	Window Installation	Door Installation	Cabinet Installation	Flooring: vinyl, etc.	Tile: ceramic, etc.	Mason: brick/plaster	Priming/Painting	Roofing	Landscaping	Pastor	Cook	First Aid/CPR Skills
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