



VISITOR ORIENTATION

I. WELCOME

We are thrilled that you have chosen to visit Jovenes en Camino (JEC)! Our visitors are a critical part of our work in ensuring our boys feel loved, in maintaining and improving our campus, and in serving our community through medical clinics and brigades. To ensure your safety, the safety of our boys and staff, and ensure that everyone has enjoyable time, we ask that you review our orientation packet and return the attached form to us before departing for your trip.

Whether it's your first or fifteenth time visiting JEC, we hope you are blessed during your time spent with us and pray God reveals something new to you.

Best,

Sarah Catherine Teixeira
Executive Director
Jovenes en Camino

II. ORGANIZATION INFORMATION

a. Mission Statement

JEC works to instill in our boys the love of God and a love for their fellow man, with the hope that they will return to their communities as productive citizens.

b. Confidentiality:

The children JEC serves in the Boy's Home come from a wide variety of backgrounds. Many have experienced neglect, abuse, and all have experienced the trauma of being removed from their home. JEC's staff members are responsible to work with each child and their family on an individual basis. JEC's boys are not available for adoption. The staff at JEC works to regularly connect the boys to their family or find their family if none is known. JEC requires all volunteers to respectfully leave this role to the staff at JEC.

JEC requires all volunteers to treat each child's personal story and information with the highest respect and confidentiality. Sometimes the child's background is unknown, as it is continually investigated. The JEC directors will inform the volunteers if they need to know a specific concern from the child's past to better serve the child. When this information is shared, it will be done privately in JEC's



office space. If volunteers have a concern or question about a child, it should be addressed with JEC's director, Carlos Rivera, in private in the JEC office space. JEC's volunteers are asked to create the most loving and safe environment for the children we serve. For this reason, we require the highest level of respect and confidentiality with details about the children's background.

- c. **Staff**
 - i. Sarah Catherine Teixeira, *Stateside Executive Director*
 - ii. Carlos Rivera, Campus Director
 - iii. Honduran Staff: <http://www.jovenesencamino.org/staff>
- d. **Board of Directors:** <http://www.jovenesencamino.org/board>

III. VOLUNTEER INFORMATION

- a. **Volunteer Job Description**
 - i. Our volunteers participate in a wide range of activities. Most commonly, volunteers are taking part in labor around JEC's campus to help with building maintenance or building a new structure, interacting with the boys or working in the clinic as a doctor or nurse. We ask that while you are on campus, you support the activities that have been identified by JEC staff and your trip leader.
- b. **Standard of Appearance**
 - i. Appropriate dress during your trip is very important. Please no tank tops or sleeveless shirts, shorts or short skirts, skin-tight or revealing clothing. We suggest pants or longer shorts/skirts as well as short sleeve shirts (no Spaghetti straps) and remain well covered.
- c. **Code of Conduct**
 - i. We ask that you follow our standard of appearance and employ appropriate conduct, speech and dress.
 - ii. Remember, this is primarily a Boy's Home for young men who come from poor backgrounds. We expect you to interact with them as if they were your sons or students in a classroom.
 - iii. Romantic relationships with our boys or staff are strictly prohibited.
 - iv. Do not offer or give cash to boys or staff. If a staff member asks for funds, please ask them to send this request through Carlos. Do not give them money directly. Consult with Executive Director if you are interested in supporting a certain area of work.



1. Money sent directly by sponsors must be reported to the house parents and Carlos. This helps the staff avoid problems of misuse or lost funds.
 - v. Do not offer them gifts (other than candy) without approval from their houseparent first.
 - vi. The boys are not allowed to have cellphones or laptops that utilize internet or cell service. Help us maintain this by only communicating with them via email from our computer labs.
 - vii. We ask that you request permission from the boys before posting their picture to your social media accounts.
 - viii. House parents have the authority of their house. Any gifts you wish to give the boys need to be coordinated with the house parents.
 - ix. Establish and maintain safe environments by preserving appropriate boundaries with children, young men and staff.
 - x. Treat each person with respect, charity, patience, courtesy, dignity, and consideration.
 - xi. Immediately report any suspected abuse to the staff person in charge (houseparent or on-site director)
 - xii. Use positive reinforcement with children, youth and vulnerable adults rather than criticism, competition or comparison.

d. Safety Guidelines:

- i. Volunteers are prohibited at any time to be outside orphanage grounds alone.
- ii. Boys are not allowed to be taken off campus without Campus Director, Carlos's, consent.
- iii. When exploring the city or traveling, please be in a group of 3 or more and have a staff member with you.

Once you arrive on campus, your group leader and our Campus Director, Carlos, will offer you a tour of our campus and oversight of all the great work taking place at JEC!



JEC Visitor Orientation Confirmation & Waiver

**If you are traveling with family members, you only need to return 1 form.*

Waiver of Liability

This agreement releases **Jovenes en Camino (Juventud en Camino Association)**, its officers, Directors, and employees from any and all liability, including liability relating to injuries that may occur **during my stay on the Jovenes en Camino campus, outside campus or doing any activity related with this Association**. By signing this agreement, I agree to hold **Juventud en Camino** entirely harmless free of any liability, including financial responsibility for injuries incurred.

I understand that I am participating voluntarily in a mission trip in Honduras, and I am aware of possible risks during the trip. I also acknowledge and assume the risks involved in **all the activities related with my mission trip in Honduras**, including the following risks:

- Accidental injuries
- Effects of weather
- Traffic and road conditions
- Complications from physical exertion and pre-existing medical conditions
- Traveling to or through areas with high crime
- Traveling to areas with non-potable/contaminated water
- Contact with other volunteers
- Political unrest
- Insect-borne illnesses

By signing below, I release and forego all right to bring a lawsuit against **Jovenes en Camino (Juventud en Camino)**, for any reason. I will also make every effort to obey safety precautions as listed in writing and as explained to me verbally. I will ask for clarification when needed.



JEC Visitor Orientation Confirmation & Waiver

Save as PDF and upload completed form [HERE](https://jovenesencamino.kindful.com/register/jec-orientation-acknowledgement-form-2023):

<https://jovenesencamino.kindful.com/register/jec-orientation-acknowledgement-form-2023>

Name: _____ Phone: _____

Email: _____ opt in to monthly newsletter.

Address: _____

Church/Organization traveling with: _____

Dates of your Trip: _____

Family Members:

1. _____ 2. _____

3. _____ 4. _____

Emergency Contact Name & Number: _____

YOUR COMMITMENT:

I/we have read the visitor orientation guidelines and understand what is expected of us. I/we commit to fulfilling the responsibility given to us and our assigned tasks as Jovenes en Camino volunteers. Also, as an ambassador of Jesus Christ I/we know we are expected to be an example and positive influence to the staff, boys and patients and take this role very seriously.

I/we agree to obey and abide by all rules, regulations and requirements set forth by Jovenes en Camino and my/our group leadership.

I/we understand that if we do not uphold these expectations or follow the guidelines, I/we may be asked to leave JEC's campus.

As agreement to the above statement, I sign my(our) name(s) as a pledge that I/we understand what is expected of us.

Signature

Date