

BIG CREEK CAMPUS

GROUP PLANNING GUIDE

FOR SPRING & FALL GROUPS



THIS IS FOR NON SUMMER MISSION TRIPS

This guide is for NON-summer mission trips held during the spring, winter, and fall. Our summer mission trips have a different registration process, financial policies, and are far more structured. Check out the summer missions at www.bigcreekmissions.com/summer

YOUR PLANNING CHECKLIST . . .

We've made planning your mission trip simple with these three steps:

Register

Register your team at www.bigcreekmissions.com/anytime to be placed on our calendar

Recruit

Recruit participants of all ages. Even if your trip is primarily for students, skilled adult leaders are essential for a successful mission. We recommend a ratio of 1 adult per 4 students. For teams serving in construction, it's crucial to recruit experienced construction leaders. The more skills you bring, the more we can accomplish together. Without construction leaders, your team's projects may be limited.

Remind

Remind your team members to register individually at www.bigcreekmissions.com/serve This eliminates paperwork for you!

- 1) Distribute the registration instructions found at the end of this guide.
- 2) Log in at www.bigcreekmissions.com/serve to monitor your team's registrations and register yourself. Since you registered your group, you already have an account.
- 3) No paper forms are needed as your team will register online.

Review

Check out this planning guide.... And get together with your group to review some ideas for ministry. Come up with creative ways you can serve our schools, nursing homes, and local residents (**see page 6**)

2 - 3 WEEKS PRIOR TO YOUR TRIP

- Email Big Creek to discuss final arrangements for the trip!** Update your group numbers, tell us about special skills in your group (like construction or athletics), and let's discuss the possible mission projects you'll be doing on your trip!
- We'll plan almost everything while you're here! Don't worry, we've got this! If you have questions, feel free to ask!
- Ensure all participants are registered online

WHAT IS OUR MESSAGE?

Our message at Big Creek missions will always be centered on the Gospel truths found in Jesus Christ. With Jesus as our focus and our message, lives will be changed as a result of HIS power working in and through us. As humans, we are capable of doing some really good things and accomplishing some great works. However, it is only when those works are accomplished in His name and His power that those work have eternal value. Therefore, we live out the following at Big Creek missions:

It's about worship - not work. Although mission trips are always a time where we work VERY hard and get dirty, Christians are never called to work in order to gain Gods favor. We are called to worship Him as a response to receiving God's mercy and grace through faith. One of the ways we worship Him is by surrendering to a life of missions. Missions is not an outlet so we can feel better about ourselves by accomplishing some task or goal, nor is it an opportunity for us to brag on what we "did" with our own hands. We worship Jesus by serving him, and by serving him lives are changed.

It's about surrender - not self-righteousness. Big Creek doesn't exist to glorify Big Creek or the names of any of our staff. We give Glory to JESUS for enabling and empowering us and accomplishing His work through our lives. Often, Christians have a "holier-than-thou" attitude when serving on missions. They have this subtle mindset that invites others to "look at me" and "see what I'm doing" and "give me a pat on the back." We do not exist to lift up any man or ministry, but the name of Jesus. When serving on mission, we must adopt the attitude of a surrendered servant.

It's about people - not projects and programs. We must remember that our purpose on earth is not to build physical buildings. The projects we do, the homes we renovate, and the programs we offer are not our priority. The PEOPLE we serve are our priority. We must never lose sight of why we are here – to share with those people the life-changing message of Jesus. The projects and programs are only TOOLS to share His Gospel.

WHAT WE BELIEVE

Doctrine: Although we do have a certain set of beliefs, we do respect the differences between denominations and churches. We will use current methods to teach timeless truths so we may evangelize the lost and disciple the believer. Please read our statement of beliefs at: www.bigcreekmissions.com. We ask groups to teach and support the beliefs of OUR mission center while serving in our community.

ABOUT BIG CREEK MISSIONS

Big Creek Missions exists to glorify Christ by serving the residents of Southeast Kentucky. We accomplish this by connecting volunteer groups with needs in our community.

What does Big Creek Missions do?

Big Creek Missions is a volunteer “hub.” We are not a camp, nor are we a church. We serve our neighbors by creating partnerships that benefit the community. We serve alongside local churches to assist them in meeting the needs of their community. We partner with local agencies to locate and respond to needs. When you sign up to serve with Big Creek, we will work to place you in an area of ministry that will not only challenge your group but will also assist the residents or ministry you are serving. We work in areas up to 30 miles from our mission center.

What will our group be doing? You can pick from the following ministries:

Construction: Your group can help a local homeowner with housing needs. We have homes in need of wheelchair ramps, porches, roofs, floors, windows, foundations, electrical and plumbing help. You’ll want to provide skilled workers to lead your team AND good workers to get the projects completed! Once we know the skills of your team, we will be able to assign your team a project. Our ultimate goal with the construction ministry is to share the Gospel by sharing Christ and serving as He would.

Most of our construction projects are: subfloor replacements, metal roofing, and porches/ramps

Community: We partner with local churches and other ministries to offer services as needed. We partner with churches offering clothing, food, and hygiene kits to residents. We deliver food baskets. We work in food pantries clothing centers, and visit nursing homes. We work with the schools, service organizations, and anyone needing a loving visit from Christ-followers. Your creativity prior to the trip can help us connect with local organizations!

Children: We work with the local schools to offer services as requested. In addition, we provide daycamps and other activities for children in various parts of our community. Your creativity and planning can help us connect with local schools!

In-House: Groups can choose to stay and serve at the mission center by helping maintain and upgrade the facilities. We always have projects needing completion. We need painters, electricians, plumbers, and cleaners!

How We Operate

Big Creek’s main campus is led by its founder and director, Kevin Rogers. As a 501c3 Non-profit, we operate under the leadership of a 5 member board of directors. Several other staff will be working alongside Kevin to provide hospitality and great ministry opportunities to your group.

How We are Funded

We are funded by the donations you give for this mission trip. That’s it. The more our groups give, the more we can do. The less you give, the less we can do.

Although we do occasionally receive some grants for specific purposes, we do not receive any regular funding from any specific denomination, agency, ministry, or church.

WHAT DOES THE TYPICAL DAY LOOKS LIKE

Every Day is Different at Big Creek!

While it's challenging to predict exactly what your week will look like, we'll do our best to give you an idea.

Each experience at Big Creek is unique. Some weeks, we have many groups on campus; other times, it's just a few people. Regardless, our staff is committed to maintaining an upbeat, Christ-honoring atmosphere. We strive for excellence in our facilities so that our teams can reflect the excellence of Christ in the community.

- **Morning:**
We kick off each day with a joyful—and random—musical wake-up call! After breakfast, we gather for a devotion led by the director or a staff member.
- **Serving:**
After devotion, we head out to serve. Teams are divided into specific work projects for the day. You'll travel to each work site in your vehicles. Since projects can vary from day to day, group leaders will receive updates the night before. Flexibility is key! Team members bring their lunches with them and serve throughout the day. Opportunities include construction projects, community service, and sometimes children's ministry. With daily changes in our mission work, you'll likely get to experience different aspects of our ministry.
- **Evening:**
After returning to the mission, we enjoy dinner together and prepare for the next day. Occasionally, we tackle some cleaning or maintenance projects as a group. Group leaders will meet to discuss the next day's plans, and afterwards your team can meet together to share devotionals and spend time playing and fellowshiping together.

Our typical Big Creek Daily Schedule looks like this

7:30 am:	Wake-Up Call
8:00 am:	Breakfast
8:30 am:	Morning Devotion with Kevin in the Dining Room
8:45 am:	Morning Private Devotion time
4:30 pm	Return to Big Creek (Dinner volunteers come to Kitchen at 4:30)
5:30 pm – 6:15 pm:	Dinner Served
6:30 pm – 6:45 pm	Dinner Cleanup & facility cleaning (your team will help!)
6:45-7:15 pm	Store Opens
7:30 – 10:45 pm	Free Time or Group scheduled time
10:45 pm:	Lights Out (ish) (exterior doors lock at 10:45 pm)

** About Worship: Groups are encouraged to plan some type of evening share time or worship. . Whether it is singing, Bible Study, or just a simple, straightforward devotion, it is important that your group starts and ends each day with a proper focus. Nothing unites a group more than worshipping and sharing the Word of God together.

The staff will be willing to assist you with evening devotionals or messages as requested.

CREATIVITY & MINISTRY

We'll do our best to connect you with local ministry opportunities, including nursing homes, schools, food pantries, distribution centers, and more.

We encourage our groups to be creative and come up with ideas to present to our local partners. For example, if we contact schools and simply offer "8 people to come and help," they may decline.

However, if we offer something more specific, like:

- "8 people who have put together a science lab presentation"
- "A group that can do STEM activities"
- "An artist who would like to offer an art workshop"
- "Retired teachers who can assist with tutoring or crafts"
- "A teacher appreciation day with refreshments"

These types of offerings help us build strong connections with local schools.

Similarly, nursing homes and adult care centers appreciate specific ideas, such as:

- "We'd like to do a talent show or sing with the residents"
- "We'd like to offer a carnival for the residents"
- "We'd like to host an ice cream party"
- "We'd like to host a craft time"
- "We'd like to offer a staff appreciation day"

Bring your best ideas, and we'll present them to our local partners. They'll be excited to have you come and share!

YOUR PLANNING AND CREATIVITY BEFORE THE MISSION TRIP HELP US CONNECT YOU WITH MORE MINISTRIES HERE IN KENTUCKY

KITCHEN & MEAL INFORMATION

NO HOT BREAKFAST ON SUNDAY MORNINGS

To allow our kitchen staff at least a morning of rest, we typically do not serve a hot breakfast on Sunday mornings. We will offer a limited assortment of continental breakfast items. You are encouraged to bring additional items for your team.

Sunday lunch is typically the standard lunch bar. We typically do offer Sunday night dinner

LATE ARRIVALS

If your team is going to arrive after 6:30 pm, please plan to eat prior to arrival, as our kitchen staff may not be available. If your arrival is delayed, please keep us updated regarding your arrival time.

NIGHT OUT?

We do recommend our groups enjoy a night out in the community to support our local businesses. Typically, **Wednesday evenings** are our nights out – however, any night can work for us!

When multiple groups are on site, it helps our staff if all groups to enjoy the same night out!

FOOD ALLERGIES

We ask our groups to assist and communicate (throughout the week) when participants have food allergies. Because of our limited kitchen staff, we may ask your team to send a representative to cook the special items for your team members.

We do recommend that participants pack substitute items to supplement for their food allergies. We do not always have access to allergy-friendly foods due to our location. See www.bigcreekmissions.com/serve for a menu and allergy information.

WHAT BUSINESSES COULD WE SUPPORT?

If your team does choose to enjoy a night out in the community, here are some restaurants your team could support! Here are a few additional activities we could recommend for your team.

Hyden – 10 miles from the mission – small town with a nice downtown park for group fellowship.

Biggerstaff hiking Trail – located above downtown Hyden

Hurricane Creek Miners Memorial – shares a lot about our history and coal mining.

Dairy Queen – Grill & Chill ... a full menu with some great ice cream!

The Well Coffee Shop & Café – This little café has some great sandwiches and drinks!

Sazon Mexican – standard small town Mexican!

Subway – A great Subway location!

Hardees – A much better than normal Hardees!

Hyden Grocery Pizza – Good pizza & subs at a fair price!

Mama Bruno's Pizza - Good pizza & various other menu items

LIVING AT THE FACILITY

We have a great facility and we will do our best to help you feel right at home. In fact, it is your home for the week. Our staff will be available to you to assist with any needs throughout your stay. We all stay on campus with you.

Other Groups: While staying at Big Creek, **your group may not be the only one staying at our facility.** When we're at Big Creek, we act like one big family! During the off season, you won't typically share a room with other groups. However, we do share the same common areas and dining times.

Kitchen Preparation and Cleanup: Your group can expect to help us prepare and clean up food each day. Typically, all volunteers pitch in to assist with cleanup throughout the facility.

Some groups bring a designated kitchen crew. We have a detailed guide for our kitchen operations that will help them prepare our meals.

Maintenance / Cleaning: Big Creek Missions has no maintenance or custodial staff. During your week of missions, your group will assist with all cleaning and maintenance of the facilities. Serving each other is part of the mission trip!

Lights Out: In cooperation with group leaders, the center director will set a "lights out" time for all groups. Group leaders are expected to monitor their own groups. Typically, lights out is by 11 pm.

Accessibility issues: contact us if a member of your group needs special care. Our facility is one level with no steps. We do have a private fully accessible bathroom with roll in shower.

Menu Needs / Allergies: If a group member has medical dietary restrictions, we can attempt to accommodate. However, because we are in an area with limited food availability, we may not be able to accommodate all restrictions. We encourage group members with dietary restrictions to view our menu and bring substitute items as needed. Our menu is at www.bigcreekmissions.com/serve

Telephone / Email / Internet: Group leader and adults will have use of telephone and Wifi as needed. We have pretty good 500meg internet and free long-distance calling. Children / students may use the phones to call home to check in with their parents as needed!

Cell Coverage: Our cell coverage in the area varies depending on the carrier:

Verizon: worst coverage, little coverage at the mission, little coverage in the area.
(DON'T BELIEVE THEIR COVERAGE MAPS!)

ATT: decent coverage at the mission and in the area.

T-MOBILE: below average coverage at the mission... decent in the area

THE FACILITY

In February 2008, Big Creek Missions finally obtained a “home” for missions. The former Big Creek Elementary School has been converted into a full-time ministry center. We are constantly updating the facility to improve efficiency and effectiveness!

Outdoors

We have several acres of open fields, volleyball net, playground, ball field, and picnic pavilion. There is plenty of space for flag football, ultimate Frisbee, softball, or other games.

Sleeping Areas

We currently have ten sleeping rooms. Nine of our rooms sleep 18 each, and one room sleeps 36. New windows and A/C units were installed in fall of 2014, and we do our best to keep them refreshed and clean. We are constantly refreshing our supply of mattresses.

Males / Females: we provide separate male and female sleeping rooms. Please stay out of the room of opposite sex except for designated group meeting times.

Private Accommodations: We have a few rooms available for those who need private accommodations. These do cost additional money to heat / cool, so we would only ask for a donation to help offset this additional cost. If a person doesn't want to attend because of the bunk rooms, perhaps you can offer the private rooms as an option!

Food: You're more than welcome to bring all the snacks and food you'd like! Just help us keep the beds clean by storing all the food on the tables in the rooms. (No food on beds!)

Gym

The gym is air-conditioned and serves as our worship area. Since it serves as our “warehouse” and work area, it isn't always available for recreation.

Restrooms / Showers

We have nice restrooms and shower facilities

Males restrooms / showers: 4 toilet stalls with doors, 10 shower stalls with doors, 10 sinks

Females restrooms / showers: 5 toilet stalls with doors, 10 shower stalls with doors, 10 sinks

Accessibility

We are accessible to anyone in a wheelchair or power chair! Our facility is on one level, no steps. Our shower rooms are one level, no thresholds with an accessible shower. We have a private, NEW, fully accessible roll-in shower with grab bars.

Washer / Dryer:

Washer and Dryer are reserved for staff / kitchen use. These are not typically available for guests

Kitchen / Dining Room

We have a great kitchen and dining room that can set up to 120. The dining room is also our “commons” area where your group can hang out after the work day.

Outside

We're blessed with a great front yard! We have several acres of flat land where you can play ball, fellowship, build a fire, and fellowship under the pavilion.

WHAT DOES IT COST?

Although we don't have set "fee" for this mission, we do ask our groups to donate in accordance with what you receive for the mission! Many other organizations would charge \$50,\$75, or even \$100 per day for what we offer.

How can we make a donation?

You can bring a check with you – or better yet – make an ACH (check) donation at www.bigcreekmissions.com/give - so you don't have to worry about bringing the check!

Our Food Costs - \$10 per person, per day

Typically, it's easier for us to have the food available for your group, especially if multiple groups are on site. We have to eat the same meals you do – so we do our best to provide GOOD food!

We have a basic menu from which we can order food and have it ready for your volunteers to prepare. (you can see the general menu later in the guide). We have to eat this food, so don't worry... It's actually pretty good!

In some cases groups suggest bringing and preparing their own food. We do not recommend groups providing their own food. It's just easier if we do it (because we may have multiple groups on site, it can be confusing to schedule kitchen use and prepare different meals for different groups)

Our Lodging & Staffing Costs - \$15 per person, per day

Our facility consists of 24,000 square feet of usable space. As you can imagine, the utilities alone can be extremely expensive. During periods of high use, our electric bill alone can cost over \$5,000! Your donation will help offset the costs of electric, water, phone, propane, facility supplies, and liability insurance.

It is impossible to put a "price tag" on staying at Big Creek – but a lodging / staffing donation of \$12 or more per person, per day, would assist us greatly. Your donations are our primary source of funding!

Construction Costs – variable - \$15 per person per day

Supplies for one ramp may cost \$1500. One roof replacement may cost us \$2500. Please consider this as you plan your donation. We will work with you to find a project suitable for the skills of your group.

- We ask that you provide construction coordinators and tools for projects, we will have materials ready for you at the ministry center.
- We will cover the cost for materials for our facility renovations, but gladly accept donations.

Bottom Line

Our Daily Food Costs:	\$10.00 per person
Our Daily Staff / Lodging Costs:	\$15.00 per person
Our Daily Average Construction Costs:	\$15.00 per person

On average, a donation of \$40 per person per day would be extremely helpful towards covering the costs of your trip.

(Our construction "daily" cost estimation is based on about 1/3 of your group participating in construction: however, all members would contribute to this construction project)

TRANSPORTATION & LOCATION

While you're at Big Creek, you will utilize your own vehicles to transport your team! Plan to bring vehicles that can allow dividing your group into teams of 8-10 to work. Your vehicles will determine your team sizes!

- **What type vehicles should we bring?** We recommend bringing smaller vehicles to transport your team.

*12-15 passenger vans are good – as long as the drivers are comfortable!

*Minivans are good!

*Cars are good!

*Trucks are GREAT for construction! This helps you transport your materials to site.

*We don't recommend large buses, as they're hard to drive around here.

- **Where are we?** Google Maps, Apple Maps, and Waze will bring you to our front door: Simply search for "Big Creek Missions – 90 Bullskin Road, Bear Branch KY"

All the roads that we recommend travelling to Big Creek are rather easy to navigate even in larger church vehicles.

- **Driving Distances:** Because we serve in three counties, drivers should be prepared to travel distances of close to 30 miles to their sites per day depending on your location. Some of the homes we visit are located on very narrow gravel roads.

MEDICAL CARE

We do not have staff nurses on site. Medical care is the responsibility of the individual and the group. Should medical care be needed, please consult with the director for advice on the best medical facility.

Location of Clinics / Hospitals: We have three hospitals in close range of our mission center.

- **ARH Big Creek Clinic:** 2 miles (we recommend this clinic for minor issues)
- **Mary Breckenridge ARH Hospital:** 10 miles
- **Manchester Memorial ARH Hospital:** 15 miles
- **Hazard ARH Hospital:** 25 miles

- **Driving Directions:** You can find basic driving directions on our website at www.bigcreekmissions.com/driving

FINANCIAL DONATIONS

*Please share about our mission in Kentucky to your entire church! Perhaps those who cannot attend physically can support the mission financially!

*Perhaps your pastor would allow a “mission offering” prior to your departure! This offering can go towards construction materials, community ministries, or children’s ministries during your week.

*Ongoing gifts: Perhaps your church would like to support our mission on a continuing basis. We would appreciate any budgeted gifts or offerings given to Big Creek Missions.

PHYSICAL DONATIONS

Because we are a mission center and NOT a camp, we are here to serve the community, and appreciate your help with additional funds for ministry. Everything you give will help continue the ministry that Big Creek offers in our community. While we welcome donations of quality used items, we cannot accept broken or totally dilapidated items. Thanks for understanding!

OTHER ITEMS THAT HELP US DO MINISTRY

1) Basics:

Clothing and Shoes

Hygiene items

Good quality home goods and Linens

Baby necessities

You can collect food, BUT, financial donations are more helpful as we can purchase food at a VERY discounted rate!

2) Construction Supplies

a. 2” and 3” galvanized / coated decking screws

b. ANY pressure treated lumber (2x4, 2x6, 2x8, 4x4, 5/4 decking boards)

c. Avantek Flooring

d. OSB – 1/2” or 3/4”

e. Ryobi One+ batteries

f. Lowes Gift Cards (if you don’t want to haul a lot of construction materials!)

3) Facility Supplies

a. Liquid Hand Soaps & dispensers

b. Garbage Bags: kitchen 13 gallon and 33 gallon heavy duty

c. 8 ounce disposable cups (Styrofoam or plastic)

d. Coolers (We can always use additional drink coolers – 5 gallon igloo or Rubbermaid)

e. Coffee & Creamers (for all the coffee drinkers!)

f. Dish washing Detergent

g. Toilet Paper

h. Paper Towels

i. Walmart & Lowe’s gift cards (if you don’t want to haul a load of donations!)

MISSION TRIP PARTICIPANT HANDOUT

Here's how to register for your mission trip!

Our group codename is: _____

Our trip dates are: _____

Follow these steps to register:

Go to www.bigcreekmissions.com/serve

Click the big blue link

If you're new, click the "sign up" button to create an account with your email & codename

You'll need to know our group code name. Our code name is above

After creating an account, you'll need to sign in using your email and password.

Step 1:

Add a participant and complete your permission / release form

(you can add other family members as needed!)

Step 2:

Sign up for the mission trip. Since some groups take multiple trips per year, it's important to select the dates for the trip you're attending with your group.

At www.bigcreekmissions.com/serve, you'll find additional links to the following:

MENU AND ALLERGIES: if you have food allergies, this will be very helpful!

WHAT TO BRING: This guide will let you know all the basics you'll need for the trip

CONSTRUCTION INFO: gives you information about our construction ministry