



Dear Inquirer,

Thank you for requesting information about *Interserve's* short-term ministry, a program called *On Track*.

*Interserve* personnel have been serving in many different professional capacities in North Africa, the Middle East, and Asia for over 150 years. And, we can facilitate opportunities for both short-term assignments (one month to one year) and long-term service (more than one year).

Through *On Track*, *Interserve* seeks to provide a variety of opportunities to meet the interests of working professionals as well as college and graduate students. One of our most popular programs is the medical elective program for medical students in their final year. Applicants for this program must apply at least one year in advance.

Individuals who are ready to start the application process for short-term service should read and follow the instructions in the *On Track Application*. The completed application and CV will give us the information we need to determine your suitability for service and find a placement for you. The length of time this process takes is dependent on many factors including a stateside processing of the application and an inquiry and placement process with projects overseas. Application deadlines can be flexible, depending on the needs of various projects.

All *On Track* participants are responsible for financing their experience. This is generally done by raising financial support from churches, friends and family. *Interserve* will work with individuals as they organize prayer letters and prepare a budget. Each placement is tailored to the individual and will have unique expenses based on the country and project. However, individuals will need to plan on a minimum of \$2,000 for travel and \$450 per month for living and ministry expenses. Raising funds is important, but even more important is raising prayer support for your time on the field. Hopefully, those who give will also pray, and it is important to send out periodic updates.

In addition, a non-refundable application fee of \$40.00 for individuals and \$70.00 for couples must accompany your application. Once a placement is accepted there is a non-refundable placement fee of \$200.00 for individuals and \$250.00 for couples, covering one to three months of service. For each additional month of service there is a \$25.00 per person placement fee. These fees need to be paid prior to departure for the field and are in addition to transportation and living expenses.

Interserve is ready to assist as you seek the Lord's will for your future ministry through *On Track*. If you have any questions please feel free to contact us.

On Track Coordinator  
[ot@ludlow.net](mailto:ot@ludlow.net)  
800.809.4440

# ON TRACK

## APPLICATION FORM

Please answer the following questions and return the form and your non-refundable application fee of \$40.00 (\$70.00 couple) to: On Track, PO Box 418, Upper Darby PA 19082-0418. Please include the signatures for the On Track Commitment Statement and the Release of Information Page.

One passport-sized photograph is required along with the form and the application fee. Applications, fees, pictures and signatures must be received before application processing can begin. If you have questions, call 1-800-809-4440.

### Part A

1. Family Name: \_\_\_\_\_
2. Given Name: \_\_\_\_\_
3. Present Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Permanent Address (if different from above): \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_
4. Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Gender (circle one): Male Female
5. Nationality: (*country of citizenship*) \_\_\_\_\_
6. Passport Number: \_\_\_\_\_  
Country and Place of Issue: \_\_\_\_\_  
Date of Issue: \_\_\_\_\_ Date of Expiry: \_\_\_\_\_
7. Social Security Number: \_\_\_\_\_
8. Marital Status (circle one): Never Married Married Widowed Divorced Remarried
9. If married: spouse's name: \_\_\_\_\_  
Will your spouse accompany you? (circle one) Yes No
10. Name(s) and Date(s) of birth of any child(ren): \_\_\_\_\_  
\_\_\_\_\_  
Will you be taking your child(ren) with you? (circle one) Yes No
11. Name and address of next of kin:  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

## Part B On Track Preferences

I am interested in (circle one):

- The EXPERIENCE Program with emphasis on student electives, training and/or observation,
- The SERVICE Program with emphasis on using your skills for service. (In the SERVICE program you will be applying for a particular professional position.)

1. What type of placement/project would you prefer? \_\_\_\_\_
2. Which country(ies) are you interested in? (Please list in order of preference)  
\_\_\_\_\_
3. State the length of time in months and dates (approximate) you are available for placement.  
(Medical electives are a minimum of 6 weeks in country, the rest are a minimum of 1 month)  
\_\_\_\_\_
4. Give details of any specific requirements that need to be met during your placement (i.e., qualification of Supervisor, if applying for a student elective). \_\_\_\_\_
5. Have you applied, or will you apply to another agency? (circle one) Yes No
6. If you applied, what was the result? \_\_\_\_\_

## Part C Additional Details

1. Is English your mother tongue? (circle one) Yes No
2. Other languages (specify ability and whether written or spoken): \_\_\_\_\_
3. What musical instruments do you play? \_\_\_\_\_
4. (Experience track only): Give details of any previous youth work involvement: \_\_\_\_\_  
\_\_\_\_\_
5. List hobbies/interests/community involvement and any other spare time activities: \_\_\_\_\_  
\_\_\_\_\_
6. List any additional skills which could be used during your assignment: \_\_\_\_\_  
\_\_\_\_\_
7. Give details of any previous experience overseas (if any) and/or interest in cross-cultural ministry:  
\_\_\_\_\_  
\_\_\_\_\_

## Part D Health

1. What is your present state of health (physical and emotional)? \_\_\_\_\_  
\_\_\_\_\_



6. Do you have a criminal record or any previous involvement with the occult? (circle one) Yes No  
If yes, explain: \_\_\_\_\_
7. Do you have any sense that God may be calling you to overseas work in the future?  
\_\_\_\_\_
8. Give your reasons and goals for applying for this kind of placement with On Track:  
\_\_\_\_\_
9. What do you plan to do after your time with On Track? \_\_\_\_\_

## Part F Finance

1. How will you finance your participation in the On Track program? \_\_\_\_\_
2. Will you have adequate finances to cover the cost of your short-term assignment? \_\_\_\_\_
3. Have you contacted your Pastor or Missions Chairperson regarding your desire to do a short-term missions trip? If yes, what was the response? \_\_\_\_\_

## Part G References Required

Please give the name and address of two people, in addition to your church pastor/elder, who may be asked by Interserve to provide a character reference:

1. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_
2. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**In Addition—**

**EXPERIENCE Applicant:**

Name and address of Supervisor / Department Head / Advisor for a reference:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**SERVICE Applicant:**

Name and address of someone with whom you have worked **recently** who is willing to provide a professional reference.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**Part H On Track Commitment Agreement**

*Please sign below after reading the On Track Commitment Statement.*

I HAVE READ THE ON TRACK COMMITMENT AND CODE OF CONDUCT. I AGREE, IF ACCEPTED, TO ABIDE BY THESE PRINCIPLES AS I PARTICIPATE IN THE ON TRACK PROGRAM.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: Applicants will be required to give time to such preparation that may be required to make them effective in the role they are going to fill. A written report is also requested at the end of the placement. Participants are committed to abide by Interserve's guidelines on conduct and security as stated.

***Release of Information Form:***

***I hereby give permission for the persons I have named to supply references on my behalf, and to reveal confidential information to the relevant Interserve authorities.***

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**For office use only:**  
**DATE APPLICATION RECEIVED:**  
**DATE INTERVIEWED:**

**RECOMMENDATION OF PERSON INTERVIEWING:**

## ON TRACK COMMITMENT STATEMENT

In applying for a placement with INTERSERVE ON TRACK programs, participants recognize that for the duration of their time with ON TRACK they are joining the Fellowship of INTERSERVE and agree to abide by their commitment to:

- The aims and purposes of ON TRACK
- The basis of faith of INTERSERVE
- An appropriate lifestyle
- Accountability to the regional leadership
- Arrangements for financial support
- Arrangements for confirming a placement
- Adequate preparation before arriving on location
- Appropriate procedures for reporting on return to home country

## THE AIMS AND PURPOSES OF ON TRACK

1. To stimulate an interest in cross-cultural Christian service and a commitment to world mission.
2. To introduce Christians to the cultural background, human needs and Christian community of another culture, with a view to developing an understanding and appreciation of the people of that culture.
3. To provide an experience, which will make global disciples, helping participants grow in faith, increase in maturity and assess their involvement in world mission.
4. To facilitate the long term recruitment of appropriately qualified and trained Partners to serve in the Fellowship of INTERSERVE or with other like-minded organizations as God leads.
5. To develop the support base in sending countries through enthusiastic, envisioned, informed and committed participants who will communicate their experience and will support Partners through their prayers, friendship and finance.
6. To contribute to INTERSERVE Regional strategy and to the well being of Partners by providing skilled and professional short term assistance to meet specific needs or openings.

## THE BASIS OF FAITH OF INTERSERVE

The work of INTERSERVE is conducted in accordance with the following doctrinal basis, to which each participant must subscribe:

We believe that there is one God who has revealed Himself to be three eternal persons whom we confess as Father, Son and Holy Spirit. The Father is the Almighty Creator of heaven and earth and He so loves men and women that He sent Jesus Christ to save them from condemnation and eternal death. Jesus Christ, the eternal Son of God became fully human and by His sacrificial death on the Cross-and by His Resurrection from the dead, provided the redemption, which saves those who come to Him in repentance and faith. The Holy Spirit continues Christ's work of convicting sin and creating faith. He imparts unity amongst God's people and to them He gives power and love as well as gifts for different kinds of ministry.

We accept that all men and women are by nature spiritually unresponsive and disobedient to God's will. Each person needs to be regenerated by the Holy Spirit in order to receive eternal life.

We acknowledge that the Church is Gods instrument for mission and evangelization. The local congregation in its worship, sacraments and fellowship, together with its evangelism and social care witnesses to the love and justice of God.

We affirm that the Bible, both Old and New Testaments, is the uniquely inspired Word of God and is the only and wholly trustworthy test of faith and conduct.

We confess Jesus Christ to be the only Savior and Lord and we affirm His deity, virgin birth, incarnation, substitutionary death, bodily resurrection, ascension and personal return.

Commitment to this basis of faith does not mean uniformity of belief that excludes different points of view in areas that are not part of this foundation statement. It is recognized that participants come from churches of many denominations and emphases, but the points on which they differ are less important than those on which they are united. Each participant is committed to the principle of Philippians 2:5-8. Loyalty to the Lord Jesus Christ demands repudiation of both heresy and schism. Thus participants are committed to an attitude of servanthood as they join together in a fellowship drawn from, and in ministry with, many denominations of the Christian Church.

Participants agree to be guided by the ethos, policies and strategy of INTERSERVE in their conduct and activities during their placement in an ON TRACK program. Programs begin from the date of departure from their home country and end when they return to that country or leave the INTERSERVE area of ministry. This includes the period of their specific assignment (including use of leisure) and during any holidays they may take while in INTERSERVE's Regions.

## **ACCOUNTABILITY TO THE REGIONAL LEADERSHIP**

Participants are ultimately accountable to the Regional Representative of INTERSERVE. Specifically they are accountable to the Regional Coordinator for ON TRACK and the Director of the project to which they are assigned. They are responsible for keeping the Regional Coordinator for ON TRACK informed of their movements and whereabouts until their return to their home country or they leave the INTERSERVE area.

## **ARRANGEMENTS FOR FINANCIAL SUPPORT**

Participants in ON TRACK programs are normally expected to finance all aspects of accepting a placement from their own sources. This would include: return airfare, visas, vaccinations, insurance, living expenses on location, and any travel or activities that are part of holiday or other leisure time. It can be expected that the receiving projects would be responsible for any work-related expenses.

In certain cases finance may be available from the following sources:

1. Provision of a scholarship or grant from the sending national council or committee.
2. Provision of free board and lodging by the receiving project.
3. The payment of a small daily allowance by the receiving project.

Where possible INTERSERVE National Offices will advise volunteers on sources of funding from trusts and other grant awarding bodies. As volunteers will come with the endorsement of their church it is hoped that this will include a commitment to financial help.

## **ARRANGEMENTS FOR CONFIRMING A PLACEMENT**

When accepted as a suitable candidate for ON TRACK, participants agree to their application being forwarded to the International Coordinator to confirm a placement for them. In confirming this action they affirm:

- That they will accept the location secured by the International Coordinator on the basis of their stated interest, except where personal or family illness, financial difficulties or major change in circumstances prevent their participation.
- That they will not seek a position with another organization (overseas or domestic) until a negative response is received from INTERSERVE, within 3 months from the date of their application being sent to the International Coordinator.
- That they acknowledge and understand that INTERSERVE acts purely and solely as their agent for the purpose of placing them in the project and that they undertake the program at their own cost, expense and risk, and they further declare that they will not at any time now or hereafter make any claim for damages, loss or for any financial or legal reason whatsoever arising out of the program.
- That they accept that all placements offered by INTERSERVE with ON TRACK are subject to the availability and granting of visas and the absence of war or major civil disorder in the country or region of placement.

## **ADEQUATE PREPARATION BEFORE ARRIVING ON LOCATION**

Participants agree to give time to prepare themselves for living in the country of their placement. This will include: time for reading and gathering information about the country and type of project; basic study of the principles of Christian mission and INTERSERVE: communicating with the home church to encourage prayer and pastoral support; attendance at an orientation program, (IF AVAILABLE) normally over 2 days.

## **REPORTING ON RETURN TO HOME COUNTRY**

Participants agree to submit a written report at the conclusion of their program and, where possible, to be available if needed to take part in INTERSERVE events in their home country. They will also report to their home church concerning their experience. In all that they say, write or publish outside the Fellowship of INTERSERVE, they agree to abide by INTERSERVE's guidelines on security in order to safeguard the ongoing ministry of local and expatriate Christians.

## Part I CV

Please make a CV following the format on the included CV Form. This must accompany your application. Please do not send CV/Resumes made for other purposes. Do not format the CV. List the heading and type the information below it. Keep it simple for ease of communicating to other countries.

### ***Guidelines for writing a Curriculum Vitae (C.V.)***

The C.V. needs to be *secular*. Do not include references to church or mission-related positions. Where references to institutes or courses with religious connotations are unavoidable, e.g. seminaries, Bible colleges, mission courses, etc., you may wish to secularize the name by using only part of the name or a secular equivalent.

- NAME:** (as in Passport) Given Names, Surname (underlined)
- DATE OF BIRTH:** Day / Month / Year (e.g. 3 November 1950)
- PLACE OF BIRTH:** City / State / Country
- NATIONALITY:**
- PASSPORT:** Number, Date of Issue (day / month / year),  
Date of Expiry (day / month / year), Place of Issue
- SEX:** Male / Female
- MARITAL STATUS:** Single, Married, Divorced, Widowed, Engaged, Re-married
- SPOUSE:** Given Names, Surname (underlined)
- CHILDREN:** Given Names, Surname (underlined), Ages (day / month / year)
- ADDRESS:** Present / Contact Address
- TELEPHONE:** Present / Contact Number (include area code)
- E-MAIL:** Write in address clearly
- LANGUAGES:** Indicate level, e.g., fluent in spoken, good in reading, fair in written  
If Chinese, please indicate dialect, e.g., Mandarin or Cantonese

#### **EDUCATION:**

- No need to list primary/elementary or high school education except year of H.S. graduation.
- Give dates beginning with present and working backward in consecutive order. Indicate expected date of graduation from present course and institution.
- List degree/diploma awarded, name of institution and date of award.
- If distinction/honors degree awarded, please indicate.
- Please indicate major and minor fields where applicable, and/or dissertation/thesis title.
- Indicate skills developed, i.e., computer skills, CPR, etc.

#### **WORK EXPERIENCE:** (Include part-time student work)

- Give dates beginning with present and working backwards in consecutive order.
- Name of institution and/or company or employer
- Indicate particular projects, assignments undertaken, e.g., engineering, agricultural, etc., and position held. If a part-time or voluntary position/appointment, please indicate.
- Do NOT include Christian service or church activities on this C.V.

**MEMBERSHIP OF PROFESSIONAL ORGANIZATION / COMMITTEES** (where applicable):

- Separate these if necessary, e.g. organizations and committees.
- Indicate dates, name of organization, position held

**PUBLICATIONS:**

- Give titles and dates
- Indicate whether primary author, contributing author, editor, etc.

**RESEARCH INTERESTS:**

- Indicate individual areas of research.
- Indicate possible areas of cooperative research.

**SCHOLARSHIPS / FELLOWSHIPS / GRANTS / AWARDS:**

- Type—indicate the *subject* area or *nature* of the award, scholarship, etc.

**OTHER:**

- Indicate anything of interest (non-educational, professional), e.g. service organizations, community work.
- Note academic conferences, seminars attended, papers presented. Give dates and places.
- List things you like to do in your spare time, e.g., hobbies, sports, musical instruments you play, etc.

# Interserve Distinctives



1. **Integrated view of ministry:** Humanitarian services are not a propaganda tool for the message of spiritual salvation, but part of ministry to the whole person. We believe the purpose of mission is not limited to planting churches but is to glorify God by making disciples of all nations, and ministering to the needs of others in Jesus' name.
2. **Emphasis on the local church:** We believe the local body of believers is God's intended vehicle for mission. Interserve acts as a facilitator and extension of local churches' involvement in worldwide ministry. The local church commissions workers in Jesus' name and the local church in the area of service is the base of evangelism and outreach. All Partners are expected to identify with a local church both at home and overseas. All partners are expected to support the development of the local church in their area of service, including planting new ones.
3. **Interdenominational:** We are not non-denominational; we encourage pluralism and welcome the distinctives that each denomination brings to our fellowship. Where possible we place Partners in ministries compatible with their own denominational background. We also welcome partnerships with independent churches and congregations which seek to develop cross-cultural ministries as a local church, in 10/40 window fields.
4. **Tentmaking:** Because we work in a part of the world that is hostile to missionaries as such, we gain access for the gospel through offering professional skills for the benefit of the people of the country in the name and spirit of Jesus Christ, without strings attached. Tentmaking is more than creative access; it is a modeling of lay ministry, with integrity and a servant's heart.
5. **Cooperation:** We are willing to cooperate with anyone as long as we do not have to compromise the biblical nature of our witness. We do so in order to demonstrate Christian unity and exercise responsible stewardship of resources. We do not have, nor do we intend to begin, any "Interserve" projects. Any new initiatives will be in the context of joint programs, cooperative efforts. It is our goal to be in appropriate partnerships with others on every level.
6. **Broadly Evangelical:** Interserve's basis of faith is inclusive, within the bounds of our doctrinal statement. In all other matters we admire and encourage personal conviction, but not divisiveness. For example, we do not wish to be known as either "charismatic" or "non charismatic", nor do we require conformity in worship styles or every detail regarding baptism, eschatology, etc. We ask that no Partner push a doctrinal position not included in our Statement of Faith, in such a way as to alienate others in the Fellowship.
7. **Discipleship:** The core of our calling is to bring individuals of all the nations in our area of service into a personal and growing relationship with Jesus Christ. Because of restrictions on public ministry in most countries, and because we believe it is Jesus' model, we emphasize one-on-one discipling, the sharing of our gifts, knowledge, experience, and walk with Christ, with another person. Friendship evangelism and leading small discipleship groups are the primary ministry skills to be developed and applied.
8. **Federal in Government:** Interserve operates internationally with a federal system. The various entities within Interserve (National Councils and fields) cede some authority to the international leadership team, while retaining some for themselves. The International Office and staff have some responsibilities for facilitating communication as well as decision making and supervision regarding Regions and the Fellowship as a whole, but each field of service or National Council also has responsibilities for decisions regarding strategic planning and partner supervision in their geographic area.
9. **International:** All National Councils are equal Partners in the Interserve organization. We use simple English as a common, working language, but do not want to have any one dominant national or regional cultural ethos. We are committed to cultural diversity in leadership, ways of doing business, worship, etc.
10. **Affirming All the Gifts of the Body:** We base our service assignments on individual abilities, seeking to place people in positions appropriate to the way God has gifted them as well as their availability and the proximate needs. In particular, we affirm that women can have and may exercise gifts for leadership, on any level of the Fellowship's organization.
11. **Targeting the hardest:** A comparison of Interserve's areas of service with a map of the unreached peoples of the world will show virtual overlap. We are working in the heartlands of Islam, Hinduism, and Buddhism. All our Partners work in an area in which roughly ninety percent of the world's unreached peoples live but where only three percent of the missionaries work. We therefore emphasize long-term, career service as the best way to do ministry in our areas.
12. **Family:** We seek to be a community of faith, caring for one another on every level (social, spiritual, physical and emotional). Healthy relationships are very important to us. At the same time, we encourage the development of individual gifts and an appropriate independence in applying those gifts.