



# **PARTNERSHIP AGREEMENT**

## **Introduction**

This agreement discloses the working relationship between certain campus ministries in the U.S. (Stateside Partners), certain Hosts (Overseas Partners), and OneLink International. These relationships are ongoing, and every year, Stateside Partners and OneLink select a Team of students to take part in serving the Overseas Partners. In conjunction with this, it is vital that each party understand their portion of the agreement, so please read this document in its entirety. This ensures that everyone knows how they are agreeing to serve. As you read please keep in mind that it is impossible to foresee every detail of getting this job done. By joining this team, we are all agreeing to serve each other by being willing to go above and beyond what is explicitly stated in this agreement.



# Stateside Partnership Agreement

The Stateside Partner agrees to the following:

## *Participate in the application and selection process with OneLink*

- Read applications with OneLink
- Engage in conversations with OneLink about their students
- Work with OneLink to place students on Teams. If either side feels a student isn't ready to be on a OneLink Team, then the student will not serve on a OneLink Team that summer
- As students complete OneLink Training, Stateside Partners and OneLink must assess the student's readiness to serve on a OneLink Team. If either party feels a student is not ready to serve, the student will be removed from the Team

## *Provide a designated point person for OneLink and other partners to work with*

- This person serves as the Stateside Partners contact from beginning to end of the project
- This person is available 24/7 to partners and Team Leaders while the Team is overseas
  - This position can be handed off to another qualified staff member in certain situations
  - The new point person should also read and agree with this agreement
- This person checks in with Teams about safe arrival, the health of the Team, Team Leader, and project
  - They must have at least one mid-trip conversation with Overseas Partner
  - They will read and respond to weekly Team Leader updates and inquire if the update is overdue

## *Allow Overseas Partner to give leadership to the Team while overseas*

- This includes difficult decisions, such as sending an individual or Team home early
- Difficult decisions are discussed between partners, except in very extreme circumstances

*Allow OneLink or a designated Stateside Partner to handle Team logistics composed of students from different campuses*

*Provide assistance in helping students fulfill IMB requirements*

*Designate a Team Leader*

*Designate location overseas*



# Overseas Partnership Agreement

The Overseas Partner agrees to the following:

*Develop and include the Team in a current contingency plan*

*Participate in Pre-Field Communication regarding basic topics*

- The student Team Leader should set up this time with the Overseas Partner
- Share project expectations and questions, allowing both parties to be on the same page before arriving in country

*Provide orientation to the Team regarding communication and device security*

- Communicate clearly to the Stateside Partner and student Team Leader the devices you would like them to bring or not to bring (phones, laptops, etc.)
- Communicate specific security measures students should adhere to such as password strength, "clean" devices, use of internet cafés, video chat, etc.
- Communicate how the students will be using social media for ministry purposes
  - Students will be required to start a new social media account for use only during their time overseas, rather than using an existing personal account

*Provide orientation on the field*

- Include helpful tips to navigate the assignment, the culture, city basics, etc.
- Introduce the staff
- Include current contingency plan

*Allow the Team to function independently of non-OneLink teams or individuals*

*Host the Team while in country*

*Interactions with the Team Leader (one-on-one time)*

- A good goal would be to have meetings at least once a week to help mentor and guide the student Team Leader

*Have regular touch points with the entire Team*

- These can be meetings or moments where vision is cast during errand runs, outings, or eating together

*Provide a designated point person*

- This person is the one all other partners will communicate with, especially in emergency situations
- This position can be handed off to another qualified staff as necessary
  - This new point person should agree to all of this agreement and understand how OneLink trains Teams to operate in the field
  - Any prolonged change to a new point person should be communicated to the other partners
- This person provides leadership in a situation where a student or Team should come home early
  - This decision will be at the discretion of the Overseas Partner but will include discussions with Stateside Partner, OneLink, and student Team Leader/Team as necessary

*Communicate to Stateside Partner and OneLink*

- Communicate the safe arrival of the Team in country
- Have a mid-trip talk with Stateside Partner about how things are going with the Team
- Problems with the Team should be addressed with the student Team Leader first
  - If the problem(s) continue, the Stateside Partners and OneLink should be notified
- If the designated point person changes at any point during the trip, notify Stateside Partners and OneLink
- Complete a post-trip evaluation with OneLink to communicate how the Team did during project

*Allow for End-of-Project debriefing*

- Schedule time at the end of the project to debrief the trip and prepare students to return home
- OneLink will send the student Team Leader with debriefing material to help facilitate processing and discussion
  - Debriefing with these materials typically takes 4-8 hours depending on Team size
  - This is best to do over the course of a few days and/or in a gateway city before students leave
- Please communicate how the Team has been part of your strategy, how the Team's effort can have a long-term effect on your city/people group, and how Team can continue to pray



# Student Partnership Agreement

The agreements listed above help to place you and your team in the best possible position for a great summer. When you join a Team, you give up some individual rights for the health of the Team as a whole and for the pursuit of greater goals. This does not mean you are not an adult. It simply means that we all give up some things for the success of this project.

OneLink has been training students like you for over 25 years. Thousands of students have completed projects with joy and success. You can trust OneLink to train you for success too! Welcome to the team.

## The Student Partner agrees to the following:

- Maintain an obedient and growing walk with God
- Submit a background check
- Participate in the IMB Child Protection video training
- Memorize the OneLink Values and at least one verse for each value before O-Week
- Follow the leadership of Stateside Partners, OneLink, Overseas Partners, and Team Leader(s)
- Place Team goals above your own
- Complete all assignments given by OneLink and Overseas Partners
- Attend all Team meetings
- Attend OneLink Orientation
- Agree that if you are sent home or choose to go home early that you will be responsible for whatever expenses are incurred
- Let OneLink and the Stateside Partner know if you are planning to become or get engaged prior to your trip
- Give feedback to OneLink after O-Week and after the completion of the project via evaluation forms
- Personally fundraise for the project
- Purchase traveler's insurance
- Follow the communication policy put in place by Overseas Hosts and OneLink (please see the details outlined in the "Overseas Communication Policy" document)
- Adhere to the buddy system while overseas
- Agree not to pursue romantic relationships for the duration of the project (see "Dating Policy and Special Relationships" document)
- Follow security protocols outlined by OneLink



# Team Leader + Assistant Team Leader Agreement

The Team Leader agrees to the following:

*Lead the Assistant Leader and Team*

- Through the Pre-Project Training and logistics
- During O-Week
- During the entire project, including travel

*Attend Team Leader Training*

*Complete Team Leader Post-Project Evaluations*

The Assistant Team Leader agrees to the following:

*Assist the Team Leader in leading the Team*

- Through the Pre-Project Training and logistics
- During O-Week
- During the entire project, including travel

*Attend Team Leader Training*

*Complete Team Leader Post-Project Evaluations*