



The Lutheran Church Hong Kong Synod

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The Lutheran Church Hong Kong Synod Handbook for Long-term Volunteer Missionaries 2019 Edition

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A. Introduction

Lutheran immigrants began a new church body in the United States of America in 1847. It became known as The Lutheran Church - Missouri Synod. In 1913 this church body sent missionaries into China. Much of the work of the early missionaries was to provide education and social work. A result of those early missionaries was that the Lutheran Church Hong Kong Synod was begun. Today our church still does a lot through education and service. Although the mission strategy has changed, our goal is still the same, which is to share the news of God's saving love in Jesus.

Since 2009, the LCHKS has invited short-term and long-term volunteers to serve in our schools and congregations in Hong Kong and Macau. The short-term volunteers usually come with a team to serve for a week or two by teaching VBS during the summer or serving in a school to support the work there. The long-term volunteers usually come for a year or two but can stay longer. These individuals often are assigned to one or two schools and an associated congregation. They are to share Jesus and to enhance the English programs there. Much of this is done by building relationships.

Long-term volunteers serve under the direction of Mr. Ken Cheung, Chief Executive of the Department of Continuing Education. We welcome the opportunity to work with mission agencies and the American Concordia University System that serves in Hong Kong and Asia. The LCHKS reviews and, if suitable, accepts the long-term volunteers. All of the following must be done carefully in a way that glorifies God.

B. The Lutheran Church – Hong Kong Synod Promise

The Lutheran Church Hong Kong Synod, out of a response to the Gospel, invites Christian native English speakers to live, work and serve in our schools and congregations as long-term missionaries. This would normally be for one to two years.

We, the Lutheran Church Hong Kong Synod, faithfully pledge to provide the volunteer missionaries with the following:

1. Safe and Secure Housing – The LCHKS will allocate an apartment to volunteer missionaries within our schools.
2. Online Capabilities – Internet connections (Ethernet or Wifi) will be available within the apartments.
3. A Phone – A smart phone plan will be provided as well as a mobile phone, if needed.
4. Traveling Expenses within Hong Kong – All work related travel will be reimbursed. (Each missionary will keep track of all bus, light rail, MTR and necessary taxi expenses and turn in a report monthly for reimbursement.)
5. Visa and Hong Kong Identity Card Expenses – The LCHKS will reimburse all necessary expenses related to obtaining a visa and also the Hong Kong Identity Card. They will also happily provide assistance with the paperwork and the processes.
6. A Stipend – The LCHKS will pay a monthly stipend of HK\$7,100 to each long-term volunteer missionary working full time. This amount is prepaid at the beginning of the month as an act of good faith.
7. Medical Assistance and Insurance Possibilities - The LCHKS will reimburse the costs of public and some private doctor visits and medicines. Medicines will be reimbursed up to HK\$500 a month.
Any major medical expenses should be covered by insurance. Volunteer missionaries (if under 65 years of age) can join the LCHKS's health insurance plan. We ask that the volunteer missionaries pay the associated costs when joining our health plan
8. Service Opportunities and Workload – The LCHKS will provide opportunities for the missionaries to serve in schools and in congregations. It is helpful when the congregation is connected with a school that is being served by the missionary. These opportunities should include sharing Jesus as well as helping with spoken English. Missionaries are to have two days off each week, one during the week and one on the weekend. The plan is that all missionaries will be given Monday off so they can meet together to share and encourage each other besides having Bible Study. In order to take care of spiritual needs, the missionaries should be permitted to attend an English worship service at least once a month.
9. Communication – We promise to hear the concerns and needs of each long-term volunteer missionary who is serving in our Synod and will respond in an appropriate and timely manner. We strongly believe that a relationship built on openness and trust will benefit all parties involved.
10. Prayer – The LCHKS promises to pray for its missionaries.

C. Housing for a Long-Term Missionary

Every year the Lutheran Church Hong Kong Synod is blessed to host several long-term volunteer missionaries. These missionaries are excited to come and serve in our schools and our congregations. However, it can be very intimidating to move to a new country that is very different from their own. It is also a challenge to live without family and friends close by. The LCHKS wants to be very welcoming and accommodating for these missionaries. One way the LCHKS can work towards this goal is to provide comfortable housing. The following are ways that we can work together to provide housing for our missionaries:

1. **Secure and Private Housing** – We want missionary housing to be secure and safe. This means that he/she can lock the apartment from the inside and the outside. We want the missionary to have 24-hour access to come and go. The apartment should be private from both students and staff. We attempt to have the housing near the working sites.
2. **Furniture** – Each apartment should have basic furnishings. The bedroom should have a bed, a nightstand, with a lamp, and a dresser or wardrobe. (Bedding, clothes hangers, towels, a clock and the like should be included.)
The living room should have a sofa, a desk, a lamp, and a table with chairs. The bathroom should have a sink, mirror, toilet, shower and a hot water heater. A dehumidifier should be provided. Also a water cooler/dispenser should be in the apartment. A TV is optional.
3. **The Kitchen** – Each apartment should allow the missionary an opportunity to prepare meals. The kitchen should have a refrigerator, a hot water pot, a rice cooker, a microwave and a hot plate/stove. The kitchen should have a sink and some cabinets. It should have some basic things like plates, bowls, cups, silverware, and pots/pans.
4. **Internet** – High speed wireless internet should be available within the missionary apartment. Full access to any website should be available to the missionary.
5. **Climate Control** – The apartment should have a fully functioning air conditioner with clean air filters. In the wintertime a space heater and extra blankets should be provided.
6. **Laundry facilities** – The apartment should have a washing machine or one that is accessible to the missionary.
7. **Maintenance** – The missionary should know whom to contact if maintenance is needed for the apartment. If maintenance is needed it should be done in a professional, safe, and timely manner.

In summary, the long-term volunteer missionary gives up a lot to come and serve our schools and congregations. He/she gives up what is familiar and convenient and moves far away from family and friends. The volunteer works very hard to raise the funds to be able to come and serve us. In return, let's work hard to provide him/her with a safe and comfortable place to live.

Please see the Long-Term Volunteer Missionary Apartment Checklist on pages 19 and 20.

D. Requirements for a Long-Term Volunteer Missionary

1. **A Mission Attitude** - The LCHKS requires a candidate to have missionary skills, passion, and drive. This means that he/she is coming to serve Christ's church in Hong Kong as the primary focus. Just as Jesus did in His ministry, the missionary is to build relationships with the people around him/her: with students, teachers, parents, church members and neighbors. As a guest in Hong Kong, the missionary must adhere to local laws and regulations while living here. As a servant in the church, the missionary must know and agree to teach from the point of view of the Lutheran faith: In particular, the Bible as God's Word of free salvation in Christ and Luther's Small and Large Catechisms as guides to that Word. Finally the volunteer will daily display a missionary attitude. This means that he/she is God's person in the MTR, while sightseeing, in a restaurant or at work. While living and working in Hong Kong, sightseeing there and perhaps a trip to another part of Asia may be blessings that come with missionary service in Hong Kong when they fit the missionary's work schedule. This can be with new friends here and for relaxation and/or for learning to be able to serve better.
2. **A Sending Organization** - A volunteer missionary must be part of a sending organization which will do background checks and make sure that the candidate is well physically, mentally and spiritually. The organization will also make sure that the person has raised the necessary funds. The application should come through the sending organization with the approval of the volunteer's pastor. When a volunteer is part of a sending organization, most of these concerns will be checked out in advance. A sending organization will also give helpful cultural insights about living in a different place.
3. **Good Health** - The candidate must be in good health. First, his/her physical health must allow them to live a Hong Kong lifestyle. This means the missionary must be able to walk long distances and probably climb steps besides being able to cope with Hong Kong weather, since it is a tropical city with heat and humidity. Second, the person must have good mental and emotional health. He/she must be able to adjust to a new culture and be flexible since he/she has to live away from family and "home" for at least a year at a time. Third, the spiritual health of the candidate must be in peak condition. These things should all be checked by the sending organization.
4. **Educational Requirement** - The volunteer missionary should have a degree from a university or a seminary, or other credentials, in order to uphold the academic integrity of our schools. Holding a degree also makes the work visa application process go more smoothly. A degree-holding candidate often tends to have the professionalism, life experiences and a sense of responsibility that our parents, faculties and staff expect in our schools. If the volunteer only has a two-year degree, it would be good for him/her to also have an ESL/EFL certificate. The candidate does not need an English degree.
5. **English Competency** - The missionary must have English competency. His/her speaking must be clear and understandable. Even though the missionary does not need to be an expert, some English skills such as phonics, proofreading and grammar are helpful.
6. **Dress Code** - Hong Kong is a very culturally diverse place, with a wide variety in style and standards of dress. In public and in the workplace, missionaries will encounter this diversity in the dress norms of their friends, church members, and colleagues. The missionary is here to serve in Christ's ministry. This serving happens not just in the school or church. The missionary is really on duty 24/7. When people see a missionary in the MTR or in a restaurant or wherever, he/she is being a witness by example, appearance and behavior. For these reasons we are suggesting a dress code, likely much different than for a U.S. college campus. Also please remember that in our schools, students have very strict clothing rules.

- a. Dressing professionally can suggest maturity, which will be helpful when working with teachers.
- b. Casual clothes are fine on the street or in restaurants.
- c. Revealing clothes are not appropriate at any time. This includes tights. They cover the body but are revealing.
- d. Skirts and dresses should cover the knees. Short shorts should not be worn.
- e. Men in the schools and churches should not wear shorts. Slacks are appropriate for both men and women but not with holes.
- f. Shoes and sandals are fine but not flip flops. Good walking shoes are always appropriate since there is so much walking in Hong Kong.
- g. Jewelry, make-up and hair colors should be moderate.
- h. As you choose your clothes (for packing and day by day when here) ask yourself whether the clothing fits the situation for serving here as a missionary. ---This may include the fact that a smile is an excellent part of your clothes for each day, ☺.

Finally, it should be noted that the expectation of professional attire exists even if dress norms in your school are more casual, or if your school is prepared to make exceptions for you. Foreign missionaries are often given wide latitude in dress by their host schools because they are guests, and their hosts wish to avoid giving offense. Missionaries should not take advantage of this latitude, and instead should honor their hosts by dressing in a professional and respectful fashion.

So we are suggesting business casual for a guideline. If you are wondering what business casual is you can check out the following website.

<https://www.indeed.com/career-advice/starting-new-job/guide-to-business-casual-attire?from=careeradvice-US>

7. **Cross-Cultural Experience** – It is helpful for the volunteer missionary to have some experience in a cross-cultural setting. Some samples of cross-cultural experience could be serving in an inner-city setting, going on a week-long servant event, or a previous short term overseas mission trip.
8. **Financial stability** – The candidate must be able to live a humble Christian lifestyle while living and serving in Hong Kong by being a good steward of his/her financial resources. The volunteer must work closely with a group of supporters who also share their vision of ministry. The sending organization should make sure the candidate has enough support before he/she is permitted to go overseas.

E. Expectations of a Long-Term Volunteer Missionary

1. **Team Ministry** – A long-term volunteer missionary needs to be able to work with English and Religion teachers as well as the principal in our Lutheran schools. He/she should be able to work as a team with coworkers. To be a Christian missionary is to give people a glimpse of the Good News relationship they can have with God in Christ. With whatever personal and professional gifts we have, we are to connect with people so that they can see God's desire for connection with them. Building these relationships is so important.
2. **Sharing Jesus** - First and foremost we expect the missionary to share Jesus. This can be done in a Religion class or Bible Study, by leading school devotions, by teaching Christian songs and praying together. It can also be done just in daily conversations as friends. We also expect him/her to help improve the spoken English in our schools and to share some of the American culture with our students.
3. **Enthusiasm for Mission** - The volunteer must show enthusiasm and love for the Lord's work and people in China and Hong Kong. He/She should be intentional about sharing Christ. The candidate should be willing to share additional God-given talents and interests. He/she should also pray for the work of the Synod. The Lutheran Church Hong Kong Synod has a wide variety of ministries and educational settings within Hong Kong and Macau. The candidate must show a commitment to the overall vision and mission of the LCHKS.
4. **Congregational Work** - Besides working in our schools, the volunteer could use his/her talents to help with a Sunday School or to work with a parish or parishioners. It would be good for the volunteer to get to know the members of a congregation and participate in worship and Bible Study. Together they can become more missional.
5. **Human Care Work** - When possible, there might be times when the human care department of LCHKS will also receive benefits from the volunteers.
6. **The Length of Service** - Under normal circumstances, a long-term volunteer missionary is invited to reach Hong Kong in late August. There will be local orientation for the missionary team at the end of August or the beginning of September. The length of missionary service will normally last until mid-July. The missionary with the LCHKS will determine the exact beginning and ending dates for each commitment. We ask each missionary to prayerfully consider the choice to renew his/her commitment during the second semester of each school year.

F. Termination of a Long-Term Missionary

The Lutheran Church Hong Kong Synod reserves the right to terminate a long-term volunteer missionary. In most circumstances it will be the volunteer missionary's financial responsibility to relocate back to North America.

Termination could be for one of the following, but is not limited to:

1. The missionary fails to live a Christian lifestyle that reflects Jesus' love and grace. This could be a culmination of poor choices or just a single prominent action (or lack of action) that is contrary to God's mission in Hong Kong.
2. Lack of professionalism in the workplace can lead to termination. This includes, but is not limited to, failure to communicate in an effective manner, persistent tardiness, or absenteeism.
3. Student safety is a high priority. Failure to maintain the safety or jeopardizing the safety of LCHKS students can lead to termination.
4. The LCHKS with the missionary can decide to terminate the placement if he/she cannot adjust to life overseas in Hong Kong. This termination would take into account the best interest of the missionary's mental well-being.

Steps the Lutheran Church Hong Kong Synod will take in a termination:

1. A Verbal Warning – The President, or his designate, will give a verbal warning to the missionary. This will be done in a one-to-one setting about the situation. At that time the missionary will acknowledge what changes need to be made and identify what steps are to be taken.

A piece of paper will be signed by the missionary that says, "I, _____, acknowledge that I received a verbal warning on _____ (date) and will make the necessary adjustments."

The piece of paper will not have any details written on it. It is just to document that a verbal warning was issued. For the majority of cases, the LCHKS does not feel the need to involve the missionary's sending organization at this point.

2. A Long-Term Missionary Performance Write-Up – If the identified steps for the necessary adjustments are not fulfilled, the volunteer missionary will have a performance write-up. This will document the issues(s), any previous conversations and any other relevant information about the infraction. A copy of this document will be held by the LCHKS. Additional copies will be sent to the long-term volunteer missionary and to the missionary's sending organization.

At this point, the leadership within the LCHKS will be in direct conversation with the missionary's sending organization. The LCHKS will strongly consider the missionary's sending organization's input and advice. The LCHKS will work very closely with them to find a remedy to the situation.

3. **A Termination Letter** – A termination letter will be provided to the volunteer and to the missionary's sending organization if, after the verbal warning and performance write-up, no improvement in the situation has been made.

The Lutheran Church Hong Kong Synod reserves the right to produce a termination letter without steps 1 and 2, for a serious infraction.

All termination letters will be sent with the direct authorization from the President of the Lutheran Church Hong Kong Synod.

G. Expectations of the Recipients of the Long-Term Volunteer Missionary (LCHK Schools and Congregations)

1. **Prayer** - We expect the schools and congregation to pray for their volunteer and welcome him/her and treat the missionary as a brother or sister in Christ. The volunteer missionary program is a valuable resource and they should be good stewards of their missionary's time and talent and care for him/her.
2. **Housing** - The recipients should tangibly support their missionary. They should make sure that the apartment has the appropriate furnishings and safety precautions. They should treat him/her as a guest and do their best in caring for him/her.
3. **Cultural Help** – The missionary will probably need help in adjusting to the new culture. This could range from knowing what is culturally acceptable in social situations here in Hong Kong to knowing the rules in the school. The school rules are often written in Cantonese. The missionary should be included in holiday celebrations and given home visits if possible. The missionary also needs help in learning transportation ways, weather signals, and even basic language help.
4. **Financial Support** – The missionary should have access to making copies, art supplies and printing from a personal computer. Teaching materials should be provided or reimbursed. If the missionary has to buy something for a project or class, this should be done with permission from the supervisor and then should be reimbursed promptly. The missionary is a volunteer who gets a stipend which only pays for his/her food. They have to have supporters in the States who give enough for the flights to come to Hong Kong. It is good to remember that their missionary is not paid a salary but is serving out of love.
5. **Professional Support** – The schools and congregation are expected to provide professional support, necessary curriculum materials and ministry opportunities that enable their volunteer to join in with school activities. The missionary should have a work-related space near other staff people that is outside the apartment. The recipients should give constructive feedback in a professional and timely fashion. They should be open to hearing the missionary's questions and feedback also. The missionary should be seen as a co-worker, especially with the Religion and English teachers.
6. **Relationship Building** – The recipients should figure out ways for relationships to be built between the missionary and students as well as with teachers. In relationships English will be improved and Jesus can be shared. This can be more important than what he/she helps with in a classroom.
7. **Scheduling for a Long-Term Missionary** – It is important to provide the missionary with a schedule that is well paced and uses him/her effectively. The missionary should not just be a 'door greeter' or a 'photo opportunity.' The opposite should also not happen. The recipients should not over extend the missionary. Remember that the missionary is also probably working in other schools on different days. Other points to remember when making the schedule are the length of the commute, flexibility needs and school schedule changes.

In choosing activities to put into the missionary's schedule, it is good to look at what is needed in the school as well as the missionary's skills and timetable. Following are some of the different activities that can be put into the missionary's schedule:

- a. Greeting - A missionary can greet the students (and parents) in the morning.
- b. Prayer Time or School Assembly – A missionary can be present and help with English devotions during prayer times or assemblies.
- c. Fellowship - The missionary can attend and help with the school Fellowship time.

- d. Recess Time – This can be a time for the missionary to get to know students but the missionary shouldn't be in charge. Support can be given so this relationship building is made easier. Any time students or teachers are speaking English with the missionary, this is helpful to strengthen English in the school.
 - e. Lunch Time – This is a good time also for relationship building. If possible find a workable plan to have the missionary eat with students.
 - f. Goodbyes – At the end of the day, the missionary can give a friendly goodbye.
 - g. Reading a Story – This is a good way to build relationships, share the joy of reading and build English vocabulary. Reading a story well does take skill and is an important activity.
 - h. Singing Christian songs - Learning appropriate English songs can be an enjoyable way to use and learn more English and to share Jesus.
 - i. Bible Study - The missionary can share a Bible story with younger students or lead a Bible Study with older students.
 - j. Reading groups – The missionary can listen to individuals read in English individually or in small groups.
 - k. Phonics – The missionary can lead a phonics lesson with the class teacher present.
 - l. Drama – The missionary can help with spoken English for a drama or public speaking practice.
 - m. English Pronunciation – The missionary can give the U.S. pronunciation for words that are used in any class. Some sounds are not in Chinese, such as 'th' and 'v.' He/she can help with these difficult sounds.
 - n. Listening skills - The missionary can share a short topic to give students more practice in listening to a native speaker.
 - o. Speech Evaluation – In a secondary school the missionary can listen and give feedback to a small discussion group. He/She would be an extra listener and responder to group interactions.
 - p. One-to-one talking – This can be done in a class during a quiet working time. The missionary can just quietly and talk with one or more students at a time to have the students have more English speaking practice. This works well while the classroom teacher has the rest of the class doing seatwork. One-to-one talking can also be done with students who need extra help.
 - q. Proofreading – The missionary can use skills in proofreading that will improve the school's English and/or share Jesus.
 - r. Work with an Interface Team – The missionary can help those in charge of the interface team and program. He/She can also join in the activities.
 - s. After School Activity – The missionary can lead an after school activity but should have another teacher present. Remember a main goal of the missionary is to share Jesus. The missionary needs to have a positive relationship with the students and not have to work to get them to behave and learn when the students are already tired.
 - t. Class Time – The missionary can be assisting in any classroom. This can be a short time, maybe five or ten minutes, or the entire class time.
 - u. Class Trips – The missionary can go along with class trips. This can be a good time to build relationships.
 - v. Translations opportunities - Better English speaking students can be given the opportunity to translate for the missionary during Fellowship or an Assembly.
 - w. Speaking English - Remember that any time a student or teacher is speaking English with the missionary, this is making spoken English stronger in your school. For English to improve, there has to be more spoken English.
8. **In the Congregation** – The missionary can co-teach the Sunday School and help give ideas so that members can also share in this important role. Having an English speaker can be very helpful but the children also need to hear stories of faith and about God in their first language or heart language. The missionary can also help lead English songs in the service and build relationships with young people or other members. He/she can go along on congregational outings. The missionary can participate in or lead a young adult Bible Study. In the congregation the missionary can continue to build relationships that he/she already has from the school.

H. The Hong Kong Volunteer Missionary Self---Introduction

Please spend some time filling out this form. Your answers are just for us to get to know you a little more before you arrive. Our goal is to place you in a setting that will help you feel comfortable and succeed as a missionary.

Missionary Name: _____

Name Preferred To Be Called: _____ (Ex: Jim instead of James)

E-mail Address (One that you want to use while in Hong Kong):

Birthday: _____ (DD/MM/YYYY) Gender: _____

Hobbies & Interests (Include any talents or gifts that you would like to try to utilize this year?):

If you could choose, please rank which grade levels you would prefer to work with.

(1 = most preferred choice, 2 = 2nd choice, 3 = least preferred choice, or N/A for no preference)

K1-K3 (Preschool/Kindergarten) _____

P1-P6 (Grades 1 thru 6) _____

F1-F6 (Grades 7 thru 12) _____

Which classes do you feel comfortable working in? Write YES or NO by each class. (Remember, you are using and teaching English words in each class. If you are assigned math, for example, you will go over English shape names, numbers or terms like sum, divisor, perpendicular, etc.)

_____ Music _____ Math _____ English/Library _____ Tutorial

_____ Social Studies _____ Science _____ Art _____ PE

_____ Religion _____ Computer _____ Dance

If you would like to work in an after school program, what would you envision? Please note that this answer doesn't commit you to anything. It is to help local teachers brainstorm more ways to let students interact with you. (Some possible after school activities could be Spanish, Drawing Lessons, Basic Cooking, etc.)

Is there a subject area in which you feel uncomfortable working?

Do you have any previous experience with Asian people and culture?

Medical or Dietary Comments (We are not your doctor so there is no need to "tell us everything". We are looking for things that might become a concern while you are in Hong Kong. Examples: Shellfish allergy, a bad ankle, asthma, etc.):

I. The Application to Receive a Long-term Volunteer Missionary

School/Church Name: _____

Contact Person's Name: _____

Contact Person's E-mail: _____ Phone: _____

1.) On which days of the week would your organization like a missionary? (Check all that apply.

Please note Monday is the missionary's day off.)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

2.) How do you envision utilizing a missionary within your organization?

3.) What needs does your organization have that a missionary can help fill?

4.) In what ways will the missionary have opportunities to share the Gospel Message within your organization?

5.) Will your organization help house the missionary?

Please submit this form electronically to Ken Cheung.

Ken Cheung

Chief Executive

Department of Continuing Education

The Lutheran Church Hong Kong Synod

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J. The LCHKS Schools

(I) Nurseries

Name	Address	Telephone
Chan En Mei Lutheran Day Nursery	150A, Tai Tsoi Yuen Road, Cheung Chau, H.K.	2981 0243
Cheung Ching Lutheran Day Nursery	309-314, Ching Kwai House, Cheung Ching Estate, Tsing Yi, N.T.	2435 8799
Fu Tai Lutheran Day Nursery	G/F, Oi Tai House, Fu Tai Estate, Tuen Mun, N.T.	3156 1255
Heng Fa Chuen Lutheran Day Nursery	100 Shing Tai Road, Heng Fa Chuen, Chai Wan, H.K.	2897 6225
King Lam Lutheran Day Nursery	3/F, King Lam Neighbourhood Community Centre, King Lam Estate, Tseung Kwan O, N.T.	2701 8234
Lei Tung Lutheran Day Nursery	G/F, 112-123, Tung Mau House, Lei Tung Estate, Ap Lei Chau, H.K.	2871 3164
Leung King Lutheran Day Nursery	5/F, Leung King Estate Community Centre, Leung King Estate, Tuen Mun, N.T.	2465 6008
Lui Kwan Pok Lutheran Day Nursery	7 Church Road, Cheung Chau, H.K.	2981 0545
Maritime Square Lutheran Day Nursery	Portion of Ground Floor, Maritime Square, 33 Tsing King Road, Tsing Yi, N.T.	2449 0052
Martha Boss Lutheran Day Nursery	4/F, 89 Chung Hau Street, Ho Man Tin, KLN.	2199 9412

(II) Kindergartens

Name	Address	Telephone
Chan Mung Yan Lutheran Kindergarten	G/F, Hiu On House, Hiu Lai Court, Sau Mau Ping, Kwun Tong, KLN.	2340 2839
Hong Kong Lutheran Church Kwun Tong Kindergarten	2 Horse Shoe Lane, Ngau Tau Kok Road, Kwun Tong, KLN.	2389 3179
Kin Sang Lutheran Kindergarten	G/F, Hong Sang House, King Sang Estate, Tuen Mun, N.T.	2467 0220
Loving Heart Lutheran Kindergarten	120-130, G/F, Block 9, Hok Sam House, Lung Hang Estate, Tai Wai, Shatin, N.T.	2698 4188
Lui Cheung Kwong Lutheran Kindergarten	Oi Lim House, High Block, G/F, Yau Oi Estate, Tuen Mun, N.T.	2458 7438
Redemption Lutheran Kindergarten	13 Muk Lun Street, Wong Tai Sin, KLN.	2326 1546
Rock of Ages Lutheran Kindergarten	G/F, Shek Sau House, Shek Lei Estate, Kwai Chung, N.T.	2487 4607
Sharon Lutheran Church Kindergarten	4/F, Kan Wah House, Lok Wah North Estate, Ngau Tau Kok, KLN.	2756 3398
Sharon Lutheran Church Kindergarten (Tsz Oi Branch)	Roof Top, Carport Building, Tsz Oi Court, Tsz Wan Estate, Phase 1, Chai Wan, H.K.	2326 0280
St. James Lutheran Kindergarten	G/F, Cheuk Wah House (Block 2), Hing Wah Estate, Phase 1, Chai Wan, H.K.	2898 2128
St. Philip Lutheran Kindergarten	Podium, Tsui On House, Tsui Ping Estate, Kwun Tong, KLN.	2793 0251
Zion Lutheran Kindergarten	2/F, 275 King's Road, North Point, H.K.	2571 2570

(III) Primary Schools

Name	Address	Telephone
Holy Cross Lutheran School	31 Lo Tak Court, Tsuen Wan, N.T.	2415 7878
Leung Kui Kau Lutheran Primary School	5 On King Street, Shatin, N.T.	2637 9023
Lui Cheung Kwong Lutheran Primary School	On Ting Estate, Tuen Mun, N.T.	2450 3128
Lutheran Tsang Shing Siu Leun School	Butterfly Estate, Tuen Mun, N.T.	2466 5885
Sharon Lutheran School	18 Cherry Street, Tai Kok Tsui, KLN.	2392 0221
St. Matthew's Lutheran School	123 Sau Ming Road, Sau Mau Ping, Kwun Tong, KLN.	2772 3797

(IV) Secondary Schools

Name	Address	Telephone
Concordia Lutheran School	12 Tai Hang Tung Road, KLN.	2380 8837
Concordia Lutheran School (North Point)	20 Cloudview Road, North Point, H.K.	2570 0331
Gertrude Simon Lutheran College	1 Town Park Road North, Yuen Long, N.T.	2478 2552
Kwun Tong College	2 Horse Shoe Lane, Ngau Tau Kok Road, Kwun Tong, KLN.	2367 1111
Lui Chueng Kwong Lutheran College	On Ting Estate, Tuen Mun, N.T.	2450 3618
Lui Ming Choi Lutheran College	Cheung Shan Estate, Tsuen Wan, N.T.	2492 0195
MKMCF Ma Chan Duen Hey Memorial College	2 Wang Lung Road, Tseung Kwan O, N.T.	2706 7477

(V) Special Schools

Name	Address	Telephone
Lutheran School For The Deaf	89 Hing Shing Road, Kwai Chung, N.T.	2489 8298
Saviour Lutheran School	288 Tai Po Road, Sham Shui Po, KLN.	2729 3929

(VI) Continuing Education

Name	Address	Telephone
Concordia English Centre LCHKs(Tuen Mun)	P.S. No.5 Butterfly Estate, Tuen Mun, N.T.	2415 7666
Department of Continuing Education LCHKs	Room 409, 31 Lok Tak Court, Tsuen Wan, N.T.	2415 7666
Gertrude Simon Lutheran Evening College	1 Town Park Road North, Yuen Long, N.T.	5223 2389
Holy Cross Lutheran Evening College	31 Lo Tak Court, Tsuen Wan, N.T.	2415 7025
Kwun Tong Lutheran Evening College	2 Horse Shoe Lane, Ngau Tau Kok Road, Kwun Tong, KLN.	2367 1111
Lui Cheung Kwong Lutheran Evening College	On Ting Estate, Tuen Mun, N.T.	2450 2808
MKMCG Ma Chan Duen Hey Memorial Evening College	2 Wang Lung Road, Tseung Kwan O, N.T.	2246 3240
Shatin Lutheran Evening School	5 On King Street, Shatin, N.T.	2686 1617

(VII) Seminary and International Schools

Name	Address	Telephone
Concordia Theological Seminary	68 Begonia Road, Yau Yat Chuen, KLN.	2397 3721
Concordia International School	68 Begonia Road, Yau Yat Chuen, KLN.	2789 9890
H.K. International School	6 South Bay Close, Repulse Bay, H.K.	2812 2305

K. The LCHKS Congregations

Name	Address	Telephone
Abiding Grace Lutheran Church	20 Cloudview Road, North Point, H.K.	2570 0331
Abiding Spirit Mission Station	1 Town Park Road North, Yuen Long, N.T.	2470 1311
Advent Lutheran Church for the Deaf	3/F., 275 King's Road, North Point, H.K.	2570 5818
Amazing Grace Lutheran Church	No. 2 Wan Lung Road, Tseung Kwan O, N.T.	2174 9311
Blessed Harvest Lutheran Church	G/F., Sun Kit House, Sun Chui Estate, Shatin, N.T.	2698 0672
Cheung Sha Wan Lutheran Church	2/F., Kwong Wah Bldg., 151-153 Camp Street, Cheung Sha Wan, KLN.	2115 9331
Cheung Shan Lutheran Church	Estate Secondary School No.1, Cheung Shan Estate, Tsuen Wan, N.T.	2499 0914
Church of All Nations	8 South bay Close, Repulse Bay, H.K.	2812 0375
Concordia Lutheran Church	7 Pui Tak Street, Shamshuipo, Kowloon	2380 7184
Christ Saviour Lutheran Church	Unit A-B, 2/F., Yunhan Bldg., 182 Pratas Street, Sham Shui Po, KLN.	2386 9400
Elim Lutheran Church	G/F., Blk. 12, Rhythm Garden, 242 Choi Hung Road, Diamond Hill, KLN.	2329 7338
Eternal Life Lutheran Church	Rm. 301- 302, 3/F., Chit Lee Comm. Bldg., 30-36 Shau Kei Wan Road, H.K.	2560 0841
Euon Lutheran Church	Estate Primary School No. 4, On Ting Estate, Tuen Mun, N.T.	2458 6812
Grace Light Lutheran Church	On Ting Estate, Tuen Mun, N.T.	2430 1136
Grace Lutheran Church	2/F., 123 Des Voeux Road West, H.K.	2547 4304
H.K. Lutheran Church for the Deaf	G/F., Flat 8-11, Wang Hau House, Wang Tau Hom Estate, KLN.	2336 1406
Holy Cross Lutheran Church	31 Lo Tak Court, Tsuen Wan, N.T.	2414 2020
Holy Trinity Lutheran Church	2 Horse Shoe Lane, Ngau Tau Kok Road, Kwun Tong, KLN.	2343 3856
Holy Word Lutheran Church	Lutheran Tsang Shing Siu Leun School, Butterfly Estate, Tuen Mun, N.T.	2466 5885
Immanuel Lutheran Church	68 Begonia Road, Yau Yat Chuen, Kowloon	5420 1969
Kowloon Deaf Lutheran Church	89 Hing Shing Road, Kwai Fong, N.T.	2489 8298
Life Mission Station	G/F., Hok Sam House, Lung Hang Estate, Tai Wai, Shatin, N.T.	2698 4188
Living Grace Lutheran Church		2753 6856
Loving Heart Lutheran Church	5 On King Street, Shatin, N.T.	2635 2926
Morning Star Lutheran Church	2/F., 123 Des Voeux Road West, H.K.	2457 4304
Mun Yau Mission Station	3/F., 89 Chung Hau Street, Ho Man Tin, KLN.	2199 9328
Nathan Road Lutheran Church	1/F., 80 Nathan Road, KLN.	2366 9973
Redemption Lutheran Church	13 Muk Lun Street, Wong Tai Sin, KLN.	2323 8147
Resurrection Lutheran Church	290 Tai Po Road, KLN	2386 4711
Rock of Ages Lutheran Church	No.1, G/F., Shek Sau House, Shek Lei Estate, Kwai Chung, N.T.	2487 4607

Name	Address	Telephone
Saviour Lutheran Church	290 Tai Po Road, KLN.	2386 4711
Sharon Lutheran Church	18 Cherry Street, Tai Kok Tsui, KLN.	2392 0224
Shepherd Lutheran Church	2/F., 125 Ma Tau Wai Road, Tokwawan, KLN.	2365 1998
St. James Lutheran Church	Podium D, 1/F., 2-12 Yi Lok Street, Riviera Garden, Tsuen Wan, N.T.	2406 8319
St. John's Lutheran Church	31F, King Lam Neighbourhood Community Centre, King Lam Estate, Tseung Kwan O, N.T.	2701 8234
St. Mark's Lutheran Church	Main Street, Cha Kwo Ling, KLN.	2349 1002
St. Matthew's Lutheran Church	3/F., St. Matthew's Lutheran School (S.M.P.), Sau Ming Road, Sau Mau Ping, Kwun Tong, KLN.	2772 3112
St. Philip Lutheran Church	Podium Level, Tsui On House, Tsui Ping Estate, Kwun Tong, KLN.	2793 0569
True Word Lutheran Church	B116-119, 1/F., Lux Theatre Bldg., Baker Street, Hung Hom, KLN.	2364 2472
Yung Shing Mission Station	2/F., Shopping Centre, Yung Shing Court, Fanling, N.T.	2406 0407
Zion Lutheran Church	3/F., 275 King's Road, North Point, H.K.	2104 3379

L. The Long-term Missionary Apartment Housing Checklist

Apartment Location: _____

School Year: _____

Apartment Checklist

- Private
- 24-hour access
- Keys
- Full wireless internet access
- Air conditioner
 - Working?
 - Clean?
- Dehumidifier
- Clothes washing machine
- Iron / Ironing Board
- Electric space heater (winter time use only)

Bedroom

- Bed
 - Mattress
 - (2) Fitted Sheet
 - (2) Top Sheets
 - (2) Pillows
 - (4) Pillowcases
- Closet/Wardrobe
 - (10) Hangers
- Nightstand and/or Shelf
- Power strip
- Air conditioner
 - Working?
 - Clean?
- Lamp

Bathroom

- Toilet
- Sink
- Mirror
- Shower
- Water Heater
 - Working?
- (2) Bath towels (per missionary)
- (2) Wash cloths (per missionary)

Living Room

- Sofa
- (1) Table (for dining or for working)
- (2) Chairs for dining table
- Desk or workstation
- (2) Power strips
- Shelf/Cabinet
- Water dispenser
- Laundry drying rack

Kitchen

- Refrigerator with Freezer
- Sink
- Countertop
- Cabinets
- Rice Cooker
- Microwave
- (1) Hot plate burner
- Water boiler (1 Liter size is acceptable)
- (2) Plates (per missionary)
- (2) Bowls (per missionary)
- (2) Mugs
- (2) Drinking glasses
- Several sets of chopsticks
- Several sets of spoons, forks, and knives
- Several cooking utensils (ladles, cutting knives, can opener, peeler, etc.)
- (1) Skillet, (1) Pot, (1) Mixing bowl
- (1) Cutting board

Notes:

Name

Title

Date

Name

Title

Date

M. The Missionary Application Form



THE LUTHERAN CHURCH - HONG KONG SYNOD

68 BEGONIA ROAD,
YAU YAT CHUEN
KOWLOON, HONG KONG

TELEPHONE: 2397 3721
FAX: 2397 4826
WEB-SITE: www.lutheran.org.hk
EMAIL: hksynod@lutheran.org.hk

Missionary Application Form

Application to be a LCHKS Long-Term Missionary

(Since this document has sensitive information in it, please send the form to Miriam Carter, Co-ordinator of the Long-term Volunteer Missionary Program, via miriam.carter@gmail.com)

Personal Information

Name _____
Last First Middle

Address _____
Street Apartment Number

_____ City State Zip Code

Phone _____ Email Address _____

Gender (M/F) _____ Marital Status _____

Date of Birth _____ Citizen of _____

Have you been convicted of a felony? _____ If yes, what charge? _____

What was the disposition? _____

The Name of your Sending Organization _____

Address _____
Street

_____ City State Zip Code

Phone _____ Email Address _____

(Sending Organizations are to vet the personnel and help with orientation into the work. If you don't have a Sending Organization, how are you being vetted and oriented?)

Education 【High School and Higher】

School / University	Place	Dates	Major	Degree
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Church Name _____ Denomination _____

Address _____

Street _____

City _____

State _____

Zip Code _____

Phone _____ Email Address _____

Pastor's Name _____

Phone _____ Email Address _____

References 【Your pastor (above) will be one. Please give two more. (Not relatives)】

Name	Phone	Email
1. _____	_____	_____
2. _____	_____	_____

Working Experience 【List at least two】

Position	Organization	Dates	Volunteer or for Pay
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Cross-Cultural Experience 【List places, purposes and dates】

Why do you want to serve as a missionary in Hong Kong?

What time would you intend to serve in Hong Kong? From _____ to _____

Signature _____ Date _____