



Society of St. Andrew  
GLEANING AMERICA'S FIELDS  
FEEDING AMERICA'S HUNGRY

# Harvest of Hope

**Hands-On Service/Study Events**



## TEAM LEADER GUIDE

*WE'RE DOING SOMETHING  
ABOUT HUNGER!*

## **Dear Team Leader:**

I am excited that you have chosen to participate in Harvest of Hope this year! I hope that you enjoy this physically, mentally, and spiritually challenging experience.

This guides contains valuable information about preparing for your Harvest of Hope experience. Hopefully, it will answer most of your questions.

In this packet, you will find a team leader expectation guide, a Harvest of Hope FAQ, a Participant Roster, Medical and Liability form and our Society of St. Andrew Child Protection Policy. The Participant Roster will need to be returned with your final payment 45 days before your event starts. This gives us important information when preparing for your group especially when planning for food and lodging, so please return as soon as possible. Please return the completed Medical and Liability Forms for each participant (This 3 page form can be found in the Participants booklet) and the signed Child Protection Policy at least two weeks before the start of your event.

Once your team arrives at Harvest of Hope, you will be encouraged to become part of the larger group. Mixing with the other teams will be an essential part of the experience. We will strive to form one group focused on feeding those who are hungry.

We look forward to your participation in Harvest of Hope. May you find the experience meaningful and a lot of fun! See you at the Harvest!

Blessings and safe travel, Tresca McSwain—Harvest of Hope Director



### **Harvest of Hope Team Leader Check List**

- Register Group Online
- Submit Deposit. \$100 per participant for an event over 3 nights, \$50 per participant for a 2 night event.
- Submit signed reservation and cancellation form along with deposit to secure reservation. (this was included in your on-line reservation)
- Review Team Leader Guide.
- Hold information meeting and hand out Harvest of Hope event information and forms.
- Submit Participant Roster and final payment 45 days prior to event start date. After the deadline the most recent number of participants will be charged.
- Submit Medical and Liabilities form for each participant and a signed copy of the Child Protection Policy at least two weeks before the event start date.
- Hold final meeting prior to trip to go over packing list, what to expect and to pray for event. (Suggested)

## **Team Leader Expectations**

Thank you for choosing to bring a group to Harvest of Hope. We pray this will be a time of great learning and fellowship for all. We will do everything possible to ensure that the event is the best it can be! This program requires communication and flexibility; here is a list of things we ask of you, the team leader:

- You will lead your group! Please ensure your group is on time to all sessions and activities.
- Be a liaison between the Harvest of Hope Director and your participants and parents. It is not the Harvest of Hope director's responsibility to communicate with participants/parents regarding the event. Please supply them with all the necessary forms and paperwork.
- Remain in contact with the HOH director through the planning phase regarding deadlines, deposits, payments, waivers, allergies, medical concerns, and other needed information. This information is required in order to have appropriate accommodations for all attendees. Information not supplied in a timely manner may result in our inability to meet specific needs.
- Bring the appropriate number of adult leaders. We do not provide counselors, so we require each group to supply at least one chaperone for each gender, and we ask that you have a minimum of 1 adult for every 7 youth. An adult must be 23 years old to be considered a chaperone for your group.
- Supply transportation for your group: Harvest of Hope does not provide transportation for any participants. We will drive to the fields and agencies when applicable.
- Lead by example for your group and others: A positive attitude is contagious!! Your participants will often gauge the mood of the day or an activity from you and their leaders.
- Be flexible! This program requires adaptability, and we have learned consistent communication helps to ease anxieties surrounding our schedule. Also, if your group or participants are expressing addressable concerns, please let us know!
- Enforce lights out. Rest is needed for the work we will be doing.
- Enforce the rules and guidelines while at Harvest of Hope, whether they are your group's, the camp or retreat facilities' or SoSA's field gleaning rules. Please help us to set the tone for a positive week!
- Help out! As we create a community together, we ask you and your group help out with different tasks while at Harvest of Hope.
  - Tasks may include helping set up for meals, cleaning up after meals, helping to lead programming or a small group.
  - Would you or someone from your group be willing to help lead worship? Do you play an instrument? Have a gift you would like to share? Please let me know ahead of time.
  - Would you and your group be willing to plan a devotion time? Your group will be given a verse and theme ahead of time to plan for the event. Skits and music are also encouraged for your devotional time.

# Harvest of Hope FAQs

## **Is your organization Catholic?**

- No, we are an ecumenical Christian organization.

## **Who can participate in Harvest of Hope?**

- We strive to have a place for everyone! We have scheduled events for specified ages throughout the year. Please check our website or contact the HOH director for specific questions.

## **Will we be given a schedule?**

- A TENTATIVE schedule will be provided with your information packet upon registration. Harvest of Hope coordinates with different farmers and individuals, so flexibility is key. We try to keep a schedule similar to the one provided, but we can't guarantee that it will be exact. When we must veer from the schedule (which WILL happen), we will communicate that to you.

## **How early will we have to wake up?**

- This depends on the trip/day and is part of the information packet schedule. On hotter days, we might rise earlier to get to the fields so we can beat the midday heat. Other times, we may be able to sleep in a little later. We have to adjust to the farmers' schedules and rules, but we will communicate with you!

## **What kind of food will be served at HOH?**

- Meals are provided by either the place that we stay or by the HOH staff. Regardless of the group preparing it, we aim for simple and healthy. We will also provide food allergy accommodations if given *proper* notice.

## **Will we have cell service?**

- This depends on the location. We generally will have some amount of service, but some locations are in remote areas. We ask that cell phones not be present during scheduled sessions and meals.

## **Is there internet access?**

- This depends on the location. Some places will have access to the internet and some will not. If there is internet available, the information will not be given to students, only to adult participants.

## **How do sleeping arrangements work?**

- We will split participants into male and female lodging for all events. We will try to keep your group together, but be aware that sometimes we will be limited in space and may have to split a group into two.

## **What is the lodging like?**

- We use facilities that vary from rural camps to universities. Before an event, we will send information that provides what we know about the facilities and accommodation, but know that we don't always know that information beforehand. We always have AC/heat and separate-gender bathrooms.

## **What do I need to pack?**

- You will find a packing list in your planning kit; this is general to all events. If there is something that's specific for your event, that will be communicated prior to the event start date.

## **Is transportation provided?**

- No, groups are responsible for their own transportation to the event, and then to the field.

**What kind of activities are included in the evening sessions?**

- Evening activities serve as mind-opening opportunities for participants. Our activities feature issues such as food insecurity, hunger, poverty, and other aspects of Harvest of Hope's programming. Many will be done in small groups which fosters a team-player attitude and a sense of community. We will also participate in open discussions following many activities so that everyone can benefit and see other perspectives.

**What does the term "gleaning" mean?**

- Gleaning is the act of collecting leftover crops from farmers' fields after they have been harvested.

**How long does it take to get to the fields for gleaning?**

- Travel time can range anywhere from 10 minutes to 1.5 hours. Some camps that we stay at are very close to one of our farmers, which makes the drive relatively short. Other times, it can be hard to find farmers and camps that are close together, which can result in longer drive times. We do our best to minimize driving time.

**How long will we glean each day?**

- This depends on the area, weather conditions, and the farmer's preferences/rules. We will usually glean from around 8:00 AM until... If it's warmer, we might arrive earlier to beat the heat of midday. If it rains, we WILL still glean as long as the fields are accessible (as defined by the farmer) and as long as there is no thunder/lightning. We hold our participants' safety as our priority.

**Is there water at the gleaning site?**

- Yes! The event coordinator supplies coolers for the participants. You will bring your water bottle to the field to stay hydrated.

**What kind of work is involved with gleaning?**

- When we glean, we don't only pick the produce: we will bag, sort, load, and sometimes even distribute the produce to a local feeding agency!

**Where does the gleaned food go?**

- The food will go to local feeding agencies within a few hour radius. Some of the food will be handed out immediately and on tables that night.

**Are there bathrooms at the gleaning site?**

- This depends on the farm. Some have bathrooms or portable restrooms that are open for our use, other times not. We emphasize the importance of using the restroom before leaving our lodging facility, because we won't always know before arriving.

**How can I get involved while at HOH?**

- When HOH staff is preparing the meals, we love to get capable participants (both adult and students) in the kitchen with us! We believe that working together as a whole group is what makes HOH special. Many groups will volunteer for meal-time clean up or set up. We've also had groups lead devotionals or the evening musical worship. If that's something you'd be interested in, feel free to reach out to us!

**Can I just bring my group to a Harvest of Hope event to glean and then do my own thing?**

- No. Harvest of Hope is more than just work. We focus on building community with those around us. If you plan on participating with HOH, you must plan to be present at all scheduled activities. If you want to arrange a gleaning contact us.