



## Overview of Process to Join the ECA Team

El Camino Academy is committed to providing equal opportunity in all employment practices, including but not limited to selection, hiring, promotion, transfer and compensation to all qualified applicants and employees without regard to age, race, color, national origin, sex, handicap or disability. Due to our commitment to Christian discipleship, all of our staff must show evidence of a vibrant walk with God evidenced by a Christ-honoring lifestyle and regular participation in a Christian evangelical church.

**1. Get as much information as possible.**

- Check out our website.
- Watch the short video on the website.
- Email [info@eca.edu.co](mailto:info@eca.edu.co) or call the ECA Director, **Beth Afanador**, at 630-861-9748 (school hours) or 630-868-8630 (evenings and weekends) with your questions.
- Browse through an old yearbook.
- Communicate with others who have been in Colombia and/or at El Camino Academy in Bogotá, Colombia.

**2. Pray about the opportunity.**

**3. Get input from those who know and love you.**

**4. Meet with your pastor or missions pastor:**

- Explain that you are interested in serving God in Colombia.
- Ask how the church can be a part of your ministry.
- Ask about what would be an appropriate way to share what God is doing.
- Ask for prayer support.
- Ask if you can count on any financial support.

**5. If you feel God leading you to join our team, send in your application:**

- Online by clicking on [Apply Online](#) (towards the bottom of the Potential Teachers page). This is the preferred method.
- By email to [info@eca.edu.co](mailto:info@eca.edu.co) . You can send a filled-out Word<sup>®</sup> document or a scanned image of a hard copy. The application is available as a PDF and a Word<sup>®</sup> document, just above the Apply Online button.
- By snail mail (least desired option). Send the completed form to:

El Camino Academy  
AA 101241  
Bogotá Colombia 111166  
South America

6. **Connect with the organization you will use to channel donations**
  - Ask your pastor if your church has a preferred mission organization that might be an option to send you to the field, and then follow that mission's instructions.
  - Many ECA missionaries have come down under **First Love** and **RCE** (Resourcing Christian Education International. Their websites are <http://www.rce-international.org/>) and <http://firstloveinternational.com/> and we also have links to their sites on the Potential Teachers page.
  
7. **Get out a prayer letter, either by email or snail mail.**
  - Keep your database to use later.
  - Have someone edit your letter to avoid unnecessary mistakes.
  - If you need help editing or need more information, contact ECA.
  - Be positive, clear and tell real stories of what God is doing.
  - If possible, use a picture or two.
  - You don't need to ask for money – just share what God is doing and allow people to know how to invest in your ministry if they would like to.
  - If you need help with formatting, you can use [www.constantcontact.com](http://www.constantcontact.com) which provides templates, maintains your database, sends you reports on what has happened with your emails, etc.
  
8. **Check out airline prices**
  - The main U.S. airlines that fly to Bogotá are American, Delta and Continental and their websites can often give good prices.
  - Good prices have also been found on Avianca (Colombia's airline), LACSA, COPA, Air Canada (through Toronto, for example), JetBlue, SpiritAir and others
  - A U.S. travel agency that specializes in missionary travel is <http://www.raptim.com/>, and they can be helpful.
  - Many of our staff use Internet travel search sites like Expedia, Travelocity, etc.
  
9. **Begin working on your visa**
  - See our **Visa Application Process** document on our website: [Get Involved](#) / [Potential Teachers](#) then click on the document name in the list on the left.

Revised 4/3/12