

Shepherd of the Valley Volunteer Handbook

Nov. 2010-Oct. 2011

**Little children, let us not love with
word or with tongue, but in deed and
truth.**

James 3:18

**Since we have gifts that differ
according to the grace given to us,
each of us is to exercise them
accordingly...**

Romans 12:6

This handbook provides details on dates
and time commitments for many of the
volunteer opportunities at Shepherd of the
Valley throughout the year. If you would
like to volunteer for any of these
opportunities or you have questions, please
e-mail Larina Hoffbeck at:
hoffbeck@frontier.com

Fellowship coffee hour

Sundays, either service

First service volunteers make coffee and set up snacks for between services. Second service volunteers refresh snacks and clean up fellowship table after service. (See specific directions in kitchen.) Home-made or store-bought snacks are both gladly accepted.

Usher

Sundays, either service

Volunteers pass out bulletins, light candles, collect offering, count congregants, assist clergy in communion, and collect materials after services.

Kitchen clean up

Sundays after second service

Volunteers wash dishes, clean coffee urns, clean kitchen, and take out kitchen trash. Linens are taken home to wash and returned or left piled on kitchen counter.

There is a group of people who take turns doing this service who would love to have more members.

Nursery Helper

Sundays during second service

Volunteer assists our regular nursery attendant helping watch children for about 30 minutes during second service and helps clean up afterwards.

.Must pass a criminal background check

Exterior Clean up

At volunteer's convenience

Volunteers are needed to weed, water, and occasionally landscape the area in front of church as well as to clean the parking lot as needed.

Sunday School teacher/helper

Sundays Sept. - May

9:45-10:45

A variety of positions are available to children's Sunday School volunteers, from teaching to leading music, to reading stories and leading activities. Some positions can be a one-time commitment while others work better as a shared or weekly commitment. Preparation time varies with the position.

Interior Cleaning

Volunteers are needed to clean upstairs bathrooms and mop floors weekly. Volunteers are also needed to do vacuuming, dusting, cleaning carpet stains and washing windows as needed.

Offering Counter

Sundays after 2nd service

Volunteers count and record weekly offerings and other church income and deposit in SOV's account.

Training is required.

Volunteer must have transportation to make deposit at bank.

Volunteers can sign up for a month at a time or serve as substitutes when scheduled counter is unavailable.

We also need a second person each week just for the cash portion of the counting. This would require a smaller amount of time immediately following 2nd service.

Greeter

Special occasions (Easter, Christmas, concerts)
Volunteers are needed to greet people during special events and holidays when larger numbers of visitors are expected.

Shepherd's Storehouse Food Baskets

Tuesdays 12:30-2:00

Volunteers assemble, distribute and deliver food baskets to pre-screened families facing financial difficulties in buying groceries.

Training is required.

Volunteer must have own transportation for making deliveries.

Many deliveries go to people living in second or third floor apartments.

There is also an opportunity to deliver three baskets to the same location on the third Friday evening of each month.

Adult Choir

Practice Wednesdays 7:00-8:30pm

September-May

Perform Sunday services

Adult choir is a small group that worships and enjoys fellowship as we sing. All are welcome ages 13 and up, no auditions are held.

Youth Choir

Practice Tuesdays 6:30-7:30pm

September - May

Perform Sunday services

Youth choir is a small group that encourages children to come into God's presence with singing and joy.

All kids ages 5-12 are welcome.

No auditions are held.

Thanksgiving Baskets

Saturday morning, Nov. 20

Volunteers will assist Social Concerns committee in picking up food, assembling and/or delivering baskets to families in financial hardship and clean-up afterwards.

New to You

1st Saturday of the month

Sept, Nov, Jan, Mar, May, July

Volunteers deliver donations to McMinnville.

There is generally time for socializing, shopping and lunch.

Volunteers are also needed at church during a weekday to prepare donations by cleaning and ironing clothing the week before delivery. Exact time and dates to be determined.

Spring property clean up

Saturday to be announced

Volunteers are needed to help with spring cleaning of the inside and outside of the property including painting, pruning, organizing, cleaning, etc.

Oregon Food Bank

Saturday, February 5, 9:00-11:00am

Group volunteer opportunity for ages 6 and up repacking and sorting donated food at the West-side food bank.

Part of our "Souper Bowl of Caring" efforts.

Packed With Love

August Saturday TBA

Volunteers are needed to help with LoveINC.'s event to give away backpacks filled with school supplies to 6th-12th grade students from the Beaverton School District.

A variety of different positions are available including some "sitting only" positions.

Vacation Bible School

Summer date TBA

Volunteers are needed to help plan and facilitate Vacation Bible School. A variety of positions are available with different levels of time commitment.

This is a great opportunity to work with the children over the space of about a week and to share your gifts whether they be in music, teaching, playing, organizing, leading, cooking, or simply sharing God's joy with our kids and their friends!

Beaverton Compassion Clinic

October Saturday TBA

Volunteers are needed to help with Compassion Beaverton's one day free health/dental clinic for uninsured financially needy people in the Beaverton area.

A variety of different positions are available.

**Please let us know if you have a passion to volunteer in other areas in our community.
We'd love to help coordinate a group volunteer effort so that others can experience and learn about your area of interest in service to our community.**