

Shepherd of the Valley Volunteer Handbook

Nov. 2011-Oct. 2012

**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 secretary@sovlutheran.com.

Fellowship coffee hour

Sundays, either service

Plug in the coffee and hot water that will already be ready to go; set up the table with a clean tablecloth that is available at church. Make the punch from what is brought or is available in the kitchen; set out napkins and/or plates depending on the donated food; set up the cups for coffee, tea and juice; set out the coffee and tea condiments; fill the beverage pumper containers and place on the table before church is over.

Usher

Sundays, either service

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

Greeter

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

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.

Altar Guild

We would love to have you on our team! It's a fun and easy way to get involved. Simply choose your Sunday(s) to set-up or clean-up the Altar and attend a few meetings a year. We also get to decorate the sanctuary for Christmas and Easter. Fun and Easy! Please contact Ann Saalfeld or Debbie Zahrowski if you have any questions.

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.

Spring Cleaning

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.

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.

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. 19

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

Oregon Food Bank

Dates TBA

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

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 are in music, teaching, playing, organizing, leading, cooking, or simply sharing God's joy with our kids and their friends!

Health Ministry/Parish Nurse

A Parish Nurse is a registered nurse working in partnership with other professionals and non-trained congregants to use their gifts to minister to the entire congregation.

In addition to the Parish Nurse the Health Ministry includes a Health Minister(s) (non RN) using his or her skills/gifts assisting in providing assistance to the Parish Nurse and members of the Health Team (Ministry). The Health Team members and the Parish Nurse have a number of roles:

- **Integrator of Faith & Health**
- **Health Educator – provide educational workshops**
- **Health Counselor**
- **Referral Advisor**
- **Health Advocate and Liaison with the Community**
- **Developer of Support Groups**
- **Trainer of Volunteers**

The wholeness God intends for us to encompass the body, mind and spirit. Health is a gift of God. In order to be good stewards of this gift, the Health Team encourages people to take responsibility for their own health and to be of service to their neighbor.

Health and healing is the foundation on which the Health Ministry and Parish Nurse program is based.

Project Homeless Connect

Friday, January 27, 2012

Volunteering for the Washington County Project Homeless Connect is a unique opportunity to help end homelessness in our community.

Volunteers do everything from setting up the event and handing out blankets, to providing haircuts and food. More information is available at their site: www.phcwashco.org

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.