

# Family Promise of Beaufort - St. John's Lutheran Church - St. Mark's Chapel Host Week

## Overview of Program

Family Promise of Beaufort provides temporary shelter, meals, and support for families with children who are in need of shelter. Congregations like St. John's provide meals and overnight shelter for one week. Director Emily Bugay provides job, finance, and life skills during the day at the Family Promise Day Center, until the family is able to move back into housing of their own.

Each evening/night of the host week, from 5:00 pm until 7:00 am, St. John's will host up to four families. There will no more than 14 persons hosted at any given time. At least 2 members of St. John's will be present the entire time that guests are present. The evening/night is divided into shifts, so that many members are able to take a turn being host during the week. Those who are unable to be hosts can provide or serve meals.

## Volunteer Job Descriptions

### Evening Hosts

5:00-8:30 p.m.

2 different volunteers needed for each evening, 1 male and 1 female.

Evening Hosts welcome newcomers, eat dinner and socialize with guests, and assist parents with children's needs. Dinner is informal. After dinner, hosts may play with children, help with homework, or assist guests with basic needs.

### Dinner Hosts

Meal to be prepared each evening by 6:30 p.m. A person or team is needed for each dinner (recommend a team of at least 3).

Dinner Hosts are responsible for preparing dinner, serving, and clearing kitchen. Dinner should be a hot meal - prepared in volunteers'

homes or in the church kitchen, your choice. Dinner should be served around 6:30 and is informal. Remember when choosing a meal that there will be children present. This team may eat dinner with the guests if they choose.

### Overnight Hosts

8:30 p.m. - 7:00 a.m.

2 different volunteers needed for each evening, 1 male and 1 female (can be a married couple, but not required).

These hosts spend the night at the church. They spend time with the guests, help with homework, and are available in case of emergency. They wake guests at 6:30 a.m. The overnight hosts will also set out a simple breakfast for guests.

### Set-up crew and take down crews

Set-up: 3:00 p.m., Sunday.

Take down: 6:30 a.m., the following Sunday.

We will need a number people to help transform the church into a home for our guests. The narthex will become a sitting area and one Sunday school room will be made into a bedroom for each family. At the end of the week, things must be reset.

### Other volunteer opportunities

Food – breakfast foods and bagged lunches will be provided at the churches. Donations of food for these two meals are needed. The guests will be responsible for making their own lunches, but the church provides the materials. Items to be delivered to St. John's by Sunday.

Laundry – We will need someone who is willing to wash towels and bedding the church will use for our guests since we do not have laundry facilities at the church. Bedding and towels will need to be washed at the end of the week.