



Family Promise of Beaufort County Volunteer Information

Making a Difference in the Life of a Child

Volunteers are the lifeline of Family Promise. They are essential to our success and provide a wide range of services like cooking and serving meals, playing with children or helping them with homework, interacting with guests with respect and compassion, and providing overnight security, providing necessary transportation to employment, interviews, and medical appointments. Family Promise is currently supported by over 600 volunteers both in the congregations and the community. It takes about 50 volunteers at the host congregations each week to provide the caring hospitality and overnight accommodations for our guest families. We are also supported by about 15 volunteers who provide support at our Family Center and working directly with the guests. These volunteers have made it possible for more 13 families this year alone break the cycle of poverty, gain independence, hope, and a home. Family Promise is grateful to all of our volunteers for their generous support of their neighbors through Family Promise.

A Team Effort

Family Promise seeks to awaken and mobilize all of Beaufort County to help their neighbors in need. We are currently work with more than 30 congregations of faith, the Beaufort County School System, Department of Social Services, Alliance for Human Services, Deep Well Project, Bluffton Self Help, The United Way, Community First, Beaufort Housing Authority, Literacy Volunteers, Boys and Girls Club, Access Network, Salvation Army, The Red Cross, CODA, and many other human service organizations

Who are Family Promise Volunteers?

Family Promise volunteers share our belief that *one homeless child is too many*. They join us in the effort to end child and family homelessness in Beaufort County so that no child has to live in a car or be bounced around between homes and hotels – one night here, one night there. These are compassionate people who are willing to lend a hand up, not a hand out. They are respectful of our guests' privacy and treat them with dignity, respect, and care. Family Promise volunteers are critical to the success of our families and ensuring that they have the support they need to thrive. We have volunteers of all ages and backgrounds and provide many different skills to help further the mission. Regardless of ones skills or background, we can use everyone's help to eliminate family homelessness in Beaufort County one family at a time.

Family Promise Volunteer Positions

We will train you to serve in any of these capacities. For most positions, there is no prior experience needed. If a skill set is required, it is noted.

Clerical Support Volunteers

General office assistance is needed at the front desk including the following tasks:

- greeting visitors as they arrive and directing them to the appropriate staff
- Answering phones, transferring calls, answering questions about FPBC, and/or taking messages.
 - Volunteer will be trained to use a 2 line phone system and fax.

- receiving, sorting and distributing mail
- organizing, filing, faxing, and photocopying
- Documenting basic information from people requesting assistance.
- typing and data entry
- sending emails and answering or making telephone calls
- Sifts include:
 - 9:00am-12:am
 - 12:00-2:30pm
 - 2:30pm-5:00pm

Weekend Host Supervisors at the Levy Family Center

- Provide hospitality and supervision for guest families on Sunday.
- Oversee use of facility (washer/dryer, computers, building, TV, etc.)
- Hosts bring their own lunch
- Families may come and go during the day, but are required to return by 4pm to prepare for van pick up at 4:30
- Enjoy fellowship and activities with the families, or simply supervise the use of the Family Center
- Sifts include:
 - 8:00am-10:00am
 - 10:00am-1:00pm
 - 1:00pm-4:30pm
 - One may also host all day

Volunteer Drivers

1. Week Day Van Driver

- Driver will drive a 15 passenger van (no special license needed) to pick up our guest families at the host congregation in the morning and return them to the host at night.
- 6am-8am- Driver picks up the van at the Levy Family Center on Bluffton Road/Hwy 46, drives to the host congregation to pick up guest families.
 - Children are dropped off at school and parents are dropped off at the Family Center.
- 5:30pm-7pm – Driver picks up the van and the guests at the Levy Family Center on Bluffton Road/ Hwy46 and drops them off at the host congregation. Then the volunteer returns the van to the Levy Family Center.

2. Guest Appointment/Interview Transportation

- Volunteer provides a guest with transportation to and from a job interview, doctor appointment, meeting, housing search, job applications, etc.
- Volunteer will use their own vehicle and pick up the guest from the Levy Family Center on Bluffton Road/Hwy 46.
 - The volunteer may track their mileage and receive a tax receipt for their donation.
- These drivers will be ‘on call’ and notified in advance by phone or email if there is a driving need. Drivers will be used as they respond to the inquiry.

3. Sunday Van Driver

- Driver will drive a 15 passenger van (no special license needed) to pick up our guest families at the host congregation Sunday morning and return them to the host Sunday night.

- 6am-8am- Driver picks up the van at the Levy Family Center on Bluffton Road/Hwy 46, drives to the host congregation to pick up guest families.
- 4:30pm-6pm – Driver picks up the van and the guests at the Levy Family Center on Bluffton Road/ Hwy46 and drops them off at the NEW host congregation. Then the volunteer returns the van to the Levy Family Center.

Moving Day Crew

These volunteers will be 'on call' and notified in advance by phone or email if there is a moving need.

1. Moving IN crew
 - Movers – Volunteers assist with moving boxes and furniture belonging to the family out of their previous home and into a storage unit.
 - Truck Drivers – Volunteer drives the box truck donated by Collins Group Realty to move the family's belongings from their previous home into storage. May also help with the lifting/ moving of boxes. (No special license needed.)
2. Moving OUT crew
 - Movers – Volunteers assist with moving boxes and furniture belonging to the family as well as donated items out of storage and into their new home!
 - Truck Drivers – Volunteer drives the box truck donated by Collins Group Realty to move the family's belongings from storage into their new home! May also help with the lifting/ moving of boxes. (No special license needed.)

House Warming Crew

- Volunteers gather donated cleaning supplies and basic pantry items to give the family a head start in their new home.
- Volunteers search for necessary household items the family needs to be donated.
- Volunteers help clean and prepare the home on or before the move-in day.
- Volunteer may provide 'housewarming' gift basket including cleaning items, grocery gift cards, and household items. These items may be gathered or donated.

Professional Service Volunteers

1. Family Financial Mentor
 - FPBC Staff meet with the volunteer and matches them to an appropriate family.
 - Volunteer meets with a parent(s) weekly to discuss their financial situation, set financial goals, steps to achieve them, and plan a weekly and monthly budget.
 - Work on a family plan for getting out of debt and working towards saving for the future and for 'what-ifs' in life.
2. Job Skill and Resume Mentor
 - FPBC Staff meet with the volunteer and matches them to an appropriate family.
 - Volunteer meets with the parent(s) weekly or as needed to assist them in creating a resume, preparing for interviews, applying for jobs, and following up with potential employers.
3. Educational Tutor
 - FPBC Staff meet with the volunteer and matches them to an appropriate family.
 - Volunteer meets with the parent(s) weekly or as needed to provide GED math, reading, or science tutoring
 - Volunteer meets with a child as needed to assist with specific struggles in school in math, reading, science, etc.
 - This volunteer needs some knowledge of the specific subject where the student/parent needs tutoring.

- These volunteers will be 'on call' and notified by phone or email when there is a tutoring need.

4. Parent Guide

- FPBC Staff meet with the volunteer and matches them to an appropriate family or families.
- Volunteer meets with the parent(s) to improve parenting skills.
- Volunteer and family/families discuss challenges in parenting and potential healthy responses.
- Volunteer teaches/shares possible parenting styles, strategies, and 'tricks' to help parents improve their skills and improve their relationships with their children.

Volunteer Groups

- Wash the FPBC Van
 - Volunteer groups wash the inside and outside of the Family Promise 15 Passenger Van that transports the families to and from their host sites.
 - The van remains at the Levy Family Center on Bluffton Road/Hwy 46 and is available most days including weekends to be washed.
 - This event may be planned with the FPBC Director, Emily Bugay.
- Clean the Levy Family Center
 - Volunteer groups clean the inside of the Levy Family Center on Bluffton Road/Hwy 46.
 - The Levy Family Center functions as the families' home base. It provides a place for families to be during the day. This is where they do their laundry, use the computers, apply for jobs, search for housing, etc.
 - Guest Families in the program also clean the center weekly.
- Cut and Clean the Yard at the Levy Family Center
 - Volunteer groups do basic yard maintenance outside the Levy Family Center on Bluffton Road/Hwy 46.
 - Volunteers cut the grass, trim a 3 rows of hedges in the front and back yard, blow off the pine straw from the driveway, and weed 2 very small flower beds at the front door.
- Maintenance and Repair
 - Volunteer groups may provide occasional needed maintenance to the Levy Family Center on Bluffton Road/Hwy 46.
 - The Levy Family Center functions as the families' home base. It provides a place for families to be during the day. This is where they do their laundry, use the computers, apply for jobs, search for housing, etc.
 - These volunteers will be 'on call' and notified by phone or email when there is a maintenance need.
- Birthday Box Buddies
 - Volunteers are 'on call' for when a child or parent's birthday comes around.
 - Volunteers are notified by phone or email and given information about the guest.
 - The Volunteer gathers donations or gifts to provide a modest gift basket for the guest's special day.
- Drives and Fundraisers
 - Volunteer groups including schools, youth groups, religious groups, fraternal organizations, or service organizations may organize a donation drive or fundraiser to raise money or in kind donations for Family Promise and our guests.
 - Some needs may include but are not limited to:

- Bathroom Cleaning Supplies:
 - Toilet paper/paper towels
 - Feminine hygiene products
 - Liquid hand soap
 - Dish washing liquid
 - Laundry detergent / dryer sheets
 - Bleach
 - Windex
 - Toilet /Shower cleaner
 - Vacuum
 - Kitchen Swiffer and refills
- Baby Supplies
 - Diapers of all sizes
 - Wipes
 - Jarred baby food
 - Baby lotion
 - Baby shampoo
 - Baby wash
 - Baby powder
 - Baby clothes
- NEW adult, children, and toddler underwear, bras, and undershirts of all sizes.
- School Uniforms
- New/Unopened Toiletries :
 - Shampoo/conditioner
 - Soap
 - Toothbrush/toothpaste
 - Deodorant
 - Shaving cream
 - Lotion
 - Women's makeup
 - Mouthwash

FOR ALL OF THE ABOVE POSITIONS, THE FOLLOWING QUALIFICATIONS APPLY:

- Friendly
- Compassionate
- Professional
- Respect Guest Confidentiality at all times
- Caring
- Giving
- Respectful
- Open-minded

Join the Family Promise team!

Contact:

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