

Volunteer Guidelines

Something To Chew On is a women's ministry which seeks to connect, encourage and grow women in their relationship with Jesus through authentic stories. Our ministry is appreciative of all women who are willing to commit time and energy to helping us succeed in our mission. It takes a combined community to accomplish this, and we welcome volunteers to join in the goal of making our ministry be the best that it can be.

We ask that our volunteers serve selflessly, endeavor to reflect Christ in their service, and help to set an atmosphere of a Godly organization. Please be willing to work collaboratively, be supportive and encouraging in all your interactions and be mindful of the vision of the ministry.

Volunteer Responsibilities

<u>Cooks</u>: We provide two meals at each event. One is a regular meal and the other is a meal restriction meal which accommodates restrictions such as meat, nuts, soy, dairy, gluten and eggs. Cooks will be provided with a booklet filled with recipes and can choose whichever meal they'd like to prepare. Please do not duplicate meals from month to month. Cooks will also provide desserts, bread and our signature salad with dressing.

Cooks are responsible for buying food and preparing meals according to the recipes, being careful of cross contamination. They are also responsible for transporting the meal to the event at least one hour before it begins. Cooks will be reimbursed for all money spent on food if they submit a receipt to our STCO treasurer.

Fundraising: We are a non-profit organization that supports ourselves through fundraising. Our director of fundraising as well as our coordinator are looking for volunteers to help run events. We will have 3 events per year so this position isn't very demanding but it's very important! You will work with the fundraising team to ensure that everything runs smoothly at events and you will be an STCO representative at our fundraisers.

Servers: Servers will help serve the meals and dessert as well as re-fill water bottles at each table and help clean up plates and silverware. Servers must be present one hour prior to event.

Musicians: Musicians will provide 2 songs per event and must be present one hour before the event begins in order to rehearse and do a sound check. We ask that all song choices be prayerfully considered and be relevant to the month's topic. We welcome singers and instrumentalists. If you are a singer and don't have anyone to play an instrument for you, please provide sheet music for the songs you will be singing. Also provide lyrics to your songs.

Photographers: We would like a photographer at each event every month. We ask that they document the event with both still photographs and videos so that we can use for marketing purposes. Please provide photos via drop box no later than 2 weeks after the event. Photos will be used on our website, Facebook page and Instagram. We will give photo credit (with a link to your website) on our website.

Set-up: Set-up volunteers help to put up the tables and chairs as well as take them down at the end of the night. They also help with decorations and with moving dishes, food and bins in and out of the building. Sometimes we set-up the event the night before and other times we set-up a few hours before the event. We will let you know when we will be setting up from month to month.

Team leaders: Team leaders will run independent STCO events. If you are interested in being a team lead, we will meet with you and more information will be provided for you on how to create your own group.

Board member: Board members are responsible for steering the vision of STCO. We have five board members. The positions will be elected every two years. If you are interested in this position we will contact you and let you know when a spot opens up. Positions include treasurer, secretary and director of finance. The other two positions (CEO/ Executive Director and President) are currently held by co-founders.

Hospitality: Something To Chew On wants to welcome all of our guests and be invested in getting to know them. Our hospitality team will pray, send cards for big events like birthdays, weddings, funerals or births and welcome new members on our Facebook page. They will also help greet at events.