

VBS ADULT VOLUNTEER REGISTRATION FORM 2019



God's Creation: And it IS good!

St. Bartholomew's Vacation Bible School 2019

July 15-18, 2019 - Monday through Thursday - 8:30 a.m.- 12:00 p.m.

Family Potluck Dinner Party - Thursday, July 18th 6:30-7:30 p.m. (set-up 6:00-6:30; clean up 7:30-8:00 p.m.)

Please note: Camp hours are 9:00-11:30. The early arrival/ late departure times above account for volunteers needing to prepare for activities and to stay later for clean-up, and for a daily review meeting after the campers have left. Please stay for tear down at the end of VBS on Thursday, and plan on being here until 1:00 p.m. for a **Thank You Luncheon!**

Name _____

Street Address _____

City _____ State _____ Zip _____

(Please circle preferred) Home phone _____ Cell phone _____

Email Address (please leave blank if you do not check email regularly) _____

Medical Insurance _____ Policy # _____

Physician _____ Phone _____

Please list allergies or medical information you think we should know about on reverse.----->

I authorize VBS staff to contact my physician or use local emergency services in order to secure proper treatment for me as needed. Yes _____ No _____

I have taken the Diocesan Safe Church Training course: Yes _____ No _____ If Yes, When? (approx.) _____

Please check as appropriate: I have First Aid training _____ I have current CPR training _____ I have Special Needs training _____ (Please specify on reverse→)



I give my permission to be photographed during VBS: Yes _____ No _____



I need **nursery childcare** for my children/grandchildren under age 4 for the following days **while I'm volunteering.** (Childcare provided upon request only.)

Children's Names/ ages _____

Please mark days your child will need to be in the nursery while you are volunteering

Mon 7/15 _____ Tues 7/16 _____ Wed 7/17 _____ Thu 7/18 _____

***My preference(s) for volunteering (check or number in order of preference all that apply):**

GENERAL/ WEEKLONG

Preschool Activity Leader _____ Kitchen Help _____ Theme Activities _____ Crafts _____
Games/Activities _____ Music _____ Nursery/ Childcare _____ Prep work at home _____ Acting _____

SPECIFIC DATES

Set up VBS (7/14) _____ Set up Potluck (7/18) _____ Clean up Potluck (7/18) _____ Breakdown (7/18-19) _____

Other (list) _____ **Wherever I'm needed ☺** _____

Do you have any special skill or knowledge? We'll put it to good use! _____

***Availability of Volunteer:** Sun-Fri 7/14-7/19

Sun (set up) _____ Mon _____ Tues _____ Wed _____ Thu (a.m. _____ or p.m. _____) Fri (clean up) _____

Are you a member of St. Bart's? (not required) _____ If not, do you have a home parish? Name? _____

Have you had the Episcopal Diocese Safe Church training? _____ If so, when (approximate year)? _____

Please mail or drop off this completed registration form at the Church Information Center/ Slat Wall mailbox or at the Sunday School office, or contact us for more info: St. Bartholomew Episcopal Church / 11265 SW Cabot St. Beaverton, OR 97005
503-644-3468 / www.stbartsbeaverton.org / Questions? Email sundayschool@stbartsbeaverton.org

Signature _____ **Date** _____

YOU



...are a wonderful part of God's Creation!
Thank you!



Volunteer- KEEP THIS PAGE!

VBS 2019 ADULT VOLUNTEER INFORMATION SHEET



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Please note: Camp hours are 9:00-11:30. The early arrival/ late departure times above account for volunteers needing to prepare for activities and to stay later for clean-up, and for a daily review meeting after the campers have left. If you stay for tear down at the end of VBS on Thursday, plan on being here until 1:00 pm for a **Thank You luncheon** as well!

WHAT IS REQUIRED OF ME? Volunteers must attend a group safety and training session prior to VBS. This will last approximately 1.5 hours. Volunteers must let the coordinator know in advance if there are days or times they cannot volunteer. Once you receive your final schedule you'll be expected to show up for your assignments. You should also plan to attend the Thursday evening picnic (7/18) where dinner will be served.

WHERE IS IT? VBS is held at St. Bartholomew Episcopal Church, 11265 SW Cabot St. Beaverton, OR 97005. When you arrive at 8:30 AM please come to the parish hall (look for the decorated entrance located nearest the fountain).

Driving Directions: From Highway 217, take Canyon Rd (OR-08) west: turn right onto SW 114th Ave; right onto Center St.; continue (1st left) onto SW 113th Ave; 1st right onto SW Cabot St.; continue to church on left. Traveling east on Canyon Rd (OR-08): take a left onto SW 110th Ave.; then take 2nd left onto SW Cabot Street, continue to church on right, just past overpass.

HOW SHOULD I PREPARE? You must attend one of the **VBS volunteer trainings** provided in late June/ early July. Training dates will be announced by email. If you didn't provide an email contact, you will get a phone call. **Please check your email frequently!** Scheduled training dates and times will also be found on the church website www.stbartsbeaverton.org and on our Facebook page

www.facebook.com/StBartVBS/. **If you will not make it to a training session, please contact VBS coordinator Cara Miller as soon as possible!**

Our four day journey through creation will be based on the book of Genesis. It would be good to familiarize yourself with the story of creation before VBS.

For updates, please read church bulletins and newsletters, and check your email frequently (email is our primary form of contact- if this does not work for you please note that on your registration form!) and “like” our Facebook page at <https://www.facebook.com/StBartVBS/> to keep track of the latest VBS info. Please let us know if there is a better way to get information to you.

There may be a short practice session needed for some activities. The more familiar you are with a lesson, the easier it will be for you and for the young campers to follow along smoothly. Please review your assignments and ask questions the week before VBS! Contact Cara Miller with any questions- and remember, there are no silly questions! **We ask that all volunteers be available to help with VBS set-up on the afternoon of Sunday July 14th (starting approximately 1:00 p.m.).**

CHILDCARE WHILE YOU VOLUNTEER *Now is the time* to request childcare for children of volunteers! Please be sure to request this *ahead of time!* We will provide nursery care for children only if requested in advance. If you have children 3 or under who will need care while you volunteer, please turn in your Adult Volunteer Registration Form requesting it *no later than July 1st.* · Sooner is definitely better!

WHAT SHOULD I BRING? +Wear **comfortable clothes and sensible shoes** and dress for the weather. Sunscreen is recommended, as you may be spending time outside. You will know in advance of each day what will be going on so you can dress appropriately. +A **cell phone** can be useful (but not necessary) for calling the VBS coordinator if you have a question or problem during VBS. Please note that phones should only be used for emergency or informational calls or texts during VBS; please avoid personal conversations. +**For the Family Potluck Dinner on Thursday evening July 18th, please bring a side dish, salad or dessert to share.** +Any special supplies you need to bring will be discussed one on one in advance of VBS.

WHAT WILL WE BE DOING AND WHAT ARE MY RESPONSIBILITIES? Please familiarize yourself with the activity you’ll be leading each day, prepare your station or group, put on your name tag, and help out as you wait for the campers to arrive each morning. We will be doing various activities, games, discussions, bible stories and crafts. It is very helpful to be familiar with the activities before you arrive. Please ask if you are unsure of how something should go. Supplies will be provided for all activities, and instructions will be either provided to you in written form at the point of participation or given orally by your VBS coordinator or station leader. More specifics will be provided at the training. You may need to do some set-up for your activity and you will be responsible for cleaning up after and bringing any finished crafts to the parish hall so campers can bring them home. The early arrival/late departure times account for volunteers needing to prepare for and clean up after activities, and for staying from 11:30-12:00 for a daily review meeting after the campers have left. Please plan to help with **VBS tear down (with lunch provided)**

on Thursday July 18th from 11:30 a.m. -1:30 p.m. and potluck set-up 6-6:30 p.m. and cleanup from 7:30-8:00 p.m. that same evening.



We ask that all volunteers be on hand to help with VBS set-up on Sunday afternoon July 14th (exact time to be announced).

WHAT SHOULD I DO IF I AM SICK OR HAVE AN EMERGENCY AND CAN'T MAKE IT TO VBS?

*Please call or text as soon as you know you are going to have a problem fulfilling any of your leadership or volunteer responsibilities so we can find a replacement for you! Call or text VBS coordinator Cara Miller (971) 219-5215. Or call St. Bartholomew's and leave a message at 503-644-3468. Please note that VBS will not receive messages left at the church office until after VBS has already started!! Also, **email is not a good mode of communication for last minute changes.** If you know of an attendance issue at the time of sign up, please let us know then so we can work around it and find a replacement *in advance when possible*. **We would still rather have your help part-time than no time!** Thanks so much for participating!*

QUESTIONS? Contact VBS coordinator **Cara Miller** at sundayschool@stbartsbeaverton.org or at 971-219-5215, or you may call the St. Bart's church office at 503-644-3468.

Thank you for volunteering! We hope you have fun at VBS 2019!

And remember-

YOU



are a wonderful part of God's Creation!

Thank you!