

VBS **YOUTH (TEEN)** 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 for volunteers account for 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!

Youth Volunteer Name _____

Date of Birth _____ Age (as of July 15) _____ Grade completed _____

Home phone _____ Youth's cell (if applicable) _____

Email – *Is this Youth's or Parents'?* _____

Street Address _____

City _____ State _____ Zip _____



Parent/Guardian Name(s) _____

Parent phone contact during VBS: _____

Medical Insurance _____ Policy # _____

Physician _____ Phone _____

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

**You will be assigned as a group leader for the same group of children daily unless you specifically request to lead an activity or craft station. Indicate so here. _____ *Please note! It is okay* to be an actor and to also be a group or activity leader.

I would also like to help out with **preparations for VBS**- design work, small crafts, artwork, sets, decorations, etc.
Please contact me at _____ with available **June/July jobs**.

I would like a record of my volunteer hours. _____ I will provide a form to sign. –OR– _____ Please give me a letter.

✓ **Youth Volunteer Signature:** _____ Date _____

PARENTS, PLEASE FILL OUT THIS PART



- I give my permission for my child to be **photographed** during VBS: **Yes**___ **No**___
- This minor has permission to **participate** as a volunteer for Vacation Bible School at St. Bartholomew Episcopal Church during the week of July 14-18, 2019. (Sunday through Thursday) **Yes**___ **No**___
- I authorize VBS staff to contact my son/daughter’s physician and/or use local **emergency services** in order to secure proper treatment for my son/daughter, named above. **Yes**___ **No**___
- Please list any **allergies, conditions, or other information** the VBS staff needs to know about to help your child have a safe, healthy experience while volunteering (You can continue on back of this page):

- I have reviewed the *attached information sheet!* **Yes**___ **No**___



✓ **Parent/Guardian Signature:** _____ Date _____

✓ **Adult- Print Full Name:** _____

Please mail or drop off this completed registration form at the church Information Center/ Slot 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

YOU



...are a wonderful part of God’s Creation!

Please use this box for any medical or additional relevant volunteer information.

Volunteer- KEEP THIS PAGE!

VBS 2019 YOUTH VOLUNTEER INFORMATION SHEET



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. 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!

**Family potluck dinner Thursday, July 18th 6:30-7:30 pm
(set-up 6:00-6:30; clean up 7:30-8:00 pm)**

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 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 8:45 a.m. each day, please sign in and come to the parish hall (look for the decorated entrance).

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? Turn in your Youth Volunteer Registration Form as early as possible!

Make sure your parents have signed your registration form and that you've read through this information packet fully!!

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.



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

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.

Contact Cara Miller with any questions, and remember- there are no silly questions!

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? When you arrive at VBS, find your group or station, put on your nametag, familiarize yourself with the opening activity, and help out as you wait for the campers to arrive. Greet the campers and their parents as they arrive and communicate pick-up information with parents at drop-off before they leave. If you are a group leader, as most teenaged volunteers will be, your **responsibilities** will include helping campers with the activities, keeping track of your group's attendance as you move throughout the day, giving out and collecting nametags, helping campers clean up and get their things together to take home daily, team-building with your group, mentoring any younger leaders, keeping campers safe, comfortable and on schedule, and making sure everyone feels included. **Be aware that this is not play time and that you have a very important job to do! The little children really look up to you so be a good role model!** ☺ ~ We will be doing various themed activities, games, discussions and crafts. All activities and instructions will be either provided to you in written form at the point of participation or given

orally by an adult volunteer. More specifics will be provided at the training. ~ **Ask for help** if you feel overwhelmed or have any problems you can't handle. We will review all about keeping the children safe and how to handle bathroom and personal needs at the **training session** so be sure you are signed up to attend one of these (dates TBA via email). Adult leaders will always be around to help out as needed. We anticipate you having fun too! ~ 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.**

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!