



2011 DAY OF CARING PROJECT CATALOG INDEX



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GREATER KALAMAZOO AMERICAN RED CROSS

Mannequin Maintenance

Assist in cleaning the mannequins used to teach people life-saving CPR skills.

Volunteers Needed: 4

Scheduling: May-June

Special Skills: None

Supplies/Equipment: Agency will provide all materials.

Media Material Distribution

Volunteers will travel in company vehicle to selected sites for distribution of agency materials.

Volunteers Needed: 4

Scheduling: May-June

Special Skills: None

Supplies/Equipment: Agency will provide all materials.

BOY SCOUTS OF AMERICA ROTA-KIWAN RESERVATION

Landscape Maintenance

General landscaping including weeding and mulching flower beds, trimming trees, spreading wood chips.

Volunteers Needed: 2 to 40

Scheduling: Flexible

Special Skills: Basic yard work skills.

Supplies/Equipment: Rakes, shovels, gloves, safety glasses, wheelbarrows, leaf blowers.

Camp Trail Maintenance

Trim trees and bushes, haul and spread mulch.

Volunteers Needed: 5 to 50

Scheduling: Flexible

Special Skills: Basic yard work skills.

Supplies/Equipment: Rakes, shovels, gloves, safety glasses, wheelbarrows, trimmers leaf blowers.

Split and Stack Fire Wood

Operate a log splitter, roll logs, stack and move split wood.

Volunteers Needed: 5 to 10

Scheduling: April or May

Special Skills: Log splitter operation.

Supplies/Equipment: Gloves, safety glasses, hearing protection.

CATHOLIC FAMILY SERVICES

Caring Network "Spruce Up" (1441 S Westnedge)

Outdoor needs raking, clean-up, trimming and planting.

Volunteers Needed: 4 to 6

Scheduling: Flexible

Special Skills: No special skills but volunteers are asked to bring rakes, shovels, clippers, flowers, gloves.

Supplies/Equipment: Check with agency for specific supplies that are provided.

COMMUNITY HEALING CENTERS, (2615 Stadium Dr.)

Painting

Staff offices need painting.

Volunteers Needed: 6

Scheduling: Flexible

Special Skills: None.

Supplies/Equipment: Agency will provide.

DISABILITY NETWORK SOUTHWEST MICHIGAN

Community Building Update

This project would include painting the exterior of Disability Network's community building.

Volunteers Needed: 15-20

Scheduling: Flexible, Full day

Special Skills: Painting

Supplies/Equipment: Paint will be provided. Volunteers asked to provide painting equipment.

Ramp-Up Ramp Build

This project would include building a ramp on the home of a person with a disability living in Kalamazoo County.

Volunteers Needed: 15-20

Scheduling: Flexible, Full day

Special Skills: Carpentry skills; group must provide a licensed builder.

Supplies/Equipment: Agency will provide lumber, screws, nails. Volunteers asked to provide licensed contractor and tools.

DOUGLASS COMMUNITY ASSOCIATION

Organize and Inventory "PAT"

Sort, clean, organize and inventory "Parents Are Teachers" learning toys and materials.

Volunteers Needed: 2

Scheduling: 2 to 4 hrs.

Special Skills: None

Supplies/Equipment: Agency will provide.

FAMILY & CHILDREN SERVICES

Fall Clean-Up/Spruce-Up of Respite Homes

Help Family & Children Services care for our respite homes for clients, by cleaning inside and outside, weeding, putting mulch down, trimming trees, waterproofing deck/wheelchair ramp, etc.

Volunteers Needed: Teams of 5-10 for both locations.

Scheduling: Flexible, fall.

Supplies/Equipment: Some supplies and lunch provided, but groups encouraged to bring their own supplies.

Foster Care and Adoption Seasonal Gatherings

Help Family & Children Services staff plan and produce activities and seasonal events for Foster Care and Adoption families. Seasonal parties occur in August (picnic theme) October (harvest theme) and December (holiday theme).

Volunteers Needed: Varies

Scheduling: AUG., OCT., DEC.

Special Skills: Creative ideas and ability to coordinate with staff to plan and produce special events for children aged 3-18 and their Foster Families.

Supplies/Equipment: Varies with event. Activities and party favors for attendees are appreciated.

Laundry and White Sale Drive

Many families in our community are in need of bedding and laundry supplies. Holding a drive to collect much needed items like laundry soap, fabric softener, laundry baskets, sheets, blankets, and towels helps families who are in need

Volunteers Needed: Unlimited

Scheduling: Year-round

Special Skills: None. But please note that we can only accept NEW items in their original packaging.

Supplies/Equipment: Volunteers need to provide a collection point for items and the ability to transport items to Agency at the end of drive. F&CS will provide lists of items to be collected, as well as signage, and info to assist in promoting participation.

Rainy Day Activities Drive

Help F&CS provide positive play-time and interactive activities for client families. Conduct a drive for legos, educational toys, play doh, play cars and trucks, art supplies, journals, board games, hand-held video games, markers, scrap book supplies. These items can be used to create family moments or as therapeutic enhancements.

Volunteers Needed: Unlimited

Scheduling: Year-round

Special Skills: None. But please note that we can only accept NEW items in their original packaging.

Supplies/Equipment: Volunteers need to provide a collection point for items and the ability to transport items to Agency at the end of drive. F&CS will provide lists of items to be collected, as well as signage, and info to assist in promoting participation.

Holiday Gift Giving And/or Food Drive

Help provide a memorable holiday experience for a local family in need. Conduct a drive for holiday gifts and food items for F & CS client families. This is one of our most enduring programs connecting donors with client families who are in need.

Volunteers Needed: Unlimited

Scheduling: Must be completed by December 15

Special Skills: None. But please note that we can only accept NEW items in their original packaging.

Supplies/Equipment: Volunteers need to provide a collection point for items and the ability to transport items to Agency at the end of drive. F&CS will provide lists of items to be collected, as well as signage, and info to assist in promoting participation.

Personal Care Items Drive

Collect much needed personal care items that client families are unable to purchase with food stamps: shampoos, conditioners, body wash and soaps, toothpaste, toothbrushes, deodorant, toilet paper etc. Family size items needed more than travel size items.

Volunteers Needed: Unlimited.

Scheduling: Appreciated year round.

Special Skills: Collection point and ability to deliver items to agency.

Supplies/Equipment: Agency can provide signage for drive.

Summer Camp Backpacks

Family and Children Services provides a limited number of summer camp scholarships for children in Foster Care and other programs. However, camp costs don't include backpacks, sleeping bags, bug spray and sunscreen. Providing a pre-packed backpack with these items will help ensure a fun and safe summer campership for our client children. **ONLY NEW ITEMS CAN BE ACCEPTED.**

Volunteers Needed: Unlimited.

Scheduling: Spring and Summer.

Special Skills: Collection Point and ability to deliver items to agency.

Supplies/Equipment: Only NEW items in their original packaging can be accepted. Agency can provide signage, assist in promotional participation and lists for drive.

FOOD BANK OF SOUTH CENTRAL MICHIGAN

Family Matters Day

Families, groups and individuals are invited to come out and join the Food Bank, repackaging food items to be distributed to families in need and hovering in food insecurity. This is a lively and fun project that allows for many to see first hand the work that goes on behind the scenes at the Food Bank to feed hungry families in South Central MI.

Volunteers Needed: 50

Scheduling: 3rd Saturday of every month (except Apr & June).

Special Skills: None.

Supplies/Equipment: Agency will provide.

GOODWILL INDUSTRIES OF SW MI

Build Office in Plant

Build a 12 X 12 office in Industrial Plant area.

Volunteers Needed: 3 to 4

Scheduling: Unsure

Special Skills: Volunteers that have building experience, carpentry work, and electrical wiring ability.

Supplies/Equipment: Agency will provide materials. If special tools are required, volunteers are asked to bring.

File Purging

Volunteer to assist in making phone calls to customers on file to determine if they are still in business and purge files who are not.

Volunteers Needed: 1

Scheduling: April, 2011

Special Skills: None.

Supplies/Equipment: Agency will provide.

Records Update

Help dispose of 48 storage boxes. A few have contents to be shredded.

Volunteers Needed: 2

Scheduling: April, 2011

Special Skills: None.

Supplies/Equipment: Agency will provide.

GREATER KALAMAZOO UNITED WAY

Grounds Maintenance

Pick up litter and debris around exterior of building, wash windows inside and outside, power wash and stain deck, trim bushes, spread mulch.

Volunteers Needed: 10

Scheduling: Spring or Early Summer

Special Skills: None.

Supplies/Equipment: Agency will provide.

New Fencing

Tear down old fence and take out posts. Install new posts and new fencing around back and side of building.

Volunteers Needed: 10

Scheduling: Spring or Early Summer

Special Skills: None.

Supplies/Equipment: Agency will provide posts and fence. Volunteers asked to bring necessary tools.

KALAMAZOO IN BLOOM

Plant Pulling day at Bronson Park

Pull plants out of flower beds.

Volunteers Needed: 10 to 12

Scheduling: Fourth Saturday in September

Special Skills: Must be able to get up and down and know how to plant flowers.

Supplies/Equipment: Volunteers asked to bring garden gloves, kneeling pads and towels. Wear appropriate clothing for gardening. Extra gardening supplies and trash bags will be available.

MINISTRY WITH COMMUNITY

Beautifying and Cleaning

Pick up litter and debris around exterior of building, as well as the block surrounding MwC. Clean both parking lots, clear trash/weeds from flower boxes and wash interior walls.

Volunteers Needed: 5 to 10

Scheduling: Flexible

Special Skills: None

Supplies/Equipment: Volunteers could trash grabbers/litter pick up sticks. If volunteers want to plant flowers, they would need to supply dirt and flowers. Agency will provide gloves, trash bags, brooms, dust pans, small shovels.

Creative Activity or Workshop

Come to MwC and do some sort of activity/workshop to allow our members to be creative. It could be a variety of different activities; art classes, writing workshop, dance classes, yoga, etc. Feel free to be as creative as you want.

Volunteers Needed: 2 to 8

Scheduling: Flexible

Special Skills: Creativity

Supplies/Equipment: Depends on activity.

Provide/Serve Lunch and/or Breakfast

Volunteers would purchase, cook and serve breakfast or lunch. Our kitchen staff can cook the meal as well. Or volunteers could come in and help serve a meal.

Volunteers Needed: 5 to 12
Scheduling: Prefer end of month
Special Skills: Cooking knowledge
Supplies/Equipment: Food for 300 people and volunteers to prepare and serve.

PORTAGE COMMUNITY CENTER

Personal Care Drive

Collect personal care items for distribution to people living in low wages/fixed incomes. Shampoo, toothpaste, deodorant, toilet paper, laundry soap, etc.

Volunteers Needed: Unlimited
Scheduling: Flexible
Special Skills: None
Supplies/Equipment: None.

Holiday Toy and Book Drive

Collect toys and books for children ages 2-11 for Holiday Party. Need them delivered and unwrapped no later than 12/9/2011.

Volunteers Needed: Unlimited
Scheduling: Dec. 9, 2011
Special Skills: None
Supplies/Equipment: None.

Water Station-Peacock Strut

Hand out water to runners in the 10K event; direct runners where trail splits.

Volunteers Needed: 4 to 5
Scheduling: Sept. 17, 2011 from 7:45 a.m. to 9:00 a.m.
Special Skills: Volunteers need to meet with staff briefly before race to receive details.
Supplies/Equipment: None.

Diaper Drive

Collect diapers and wipes. Especially needed are larger sizes and "pull-ups".

Volunteers Needed: Unlimited

Scheduling: Flexible
Special Skills: None
Supplies/Equipment: None.

RESIDENTIAL OPPORTUNITIES, INC.

Volunteer Readers (6038 Parkview Avenue)

Individual or group to come to program site to read books/magazines to individuals with disabilities.

Volunteers Needed: 1 to 5
Scheduling: Flexible
Special Skills: None.
Supplies/Equipment: Reading materials and refreshments.

Music Night (6038 Parkview Avenue)

Individual or group to come to program site to play music/host sing-along for individuals with disabilities.

Volunteers Needed: 1 to 4
Scheduling: Flexible
Special Skills: None.
Supplies/Equipment: Musical instruments and refreshments.

Music Night (1428 North 30th Street)

Individual or group to come to program site to play music/host sing-along for individuals with disabilities.

Volunteers Needed: 1 to 4
Scheduling: Flexible
Special Skills: None.
Supplies/Equipment: Musical instruments and refreshments.

General Yard Work/ Yard Clean Up (3302 Mandigo)

Rake leaves, trim plants, general yard clean up.

Volunteers Needed: 4 to 6
Scheduling: Prefer Spring
Special Skills: None.

Supplies/Equipment: Gloves and yard and garden supplies.

THE SALVATION ARMY

Personal Items Drive

Collect the following urgent personal care items for our clients: Shampoo, Toothpaste, Tooth brushes, Body wash, Bar soap, Body lotion, Razors, Shaving cream, Hair grease (Vaseline), Sanitary pads & tampons, Deodorant, Baby shampoo, Baby wash, Baby lotion, Baby wipes, Desitin, Diapers (all sizes), Toilet paper, Laundry soap, Dish soap
Volunteers Needed: Unlimited
Scheduling: Flexible

Food Drive

Collect the following urgent food items for our clients: Spaghetti Sauce, Stews of many kinds, Hamburger Helper, Hot Cereals, Alfredo Sauce, Sloppy Joe mixes, Eggs Fresh Fruit, Peanut Butter & Jellies, Corned Beef Hash, All types of meats, which can be frozen
Volunteers Needed: Unlimited
Scheduling: Flexible

Christmas Toy Shop-Shoppers

Volunteers assist holiday clients by guiding them through the Christmas Toy Shop. Volunteers help clients select toys for their family and assure that each child is receiving the correct amount of items. A short training session is provided. Two shifts are available: morning from 8:45 a.m. to 12:30 p.m. or afternoon from 12:45 p.m. to 4:30 p.m.

Volunteers Needed: 25 per shift
Scheduling: Dec. 19-23, 2011
Special Skills: Volunteers must be at least 18 years of age, able to lift at least 15 lbs and able to stand for over an hour. Volunteers may not be a recipient of holiday assis-

tance. Volunteers must adequately represent The Salvation Army and its mission, displaying a loving attitude and joyful Christmas spirit.
Supplies/Equipment: None.

Red Kettle Campaign Bell Ringing

Volunteers participate in the Red Kettle Campaign by ringing a bell at a kettle location to help raise funds for The Salvation Army. Volunteers will greet shoppers, thank them for their donation and offer holiday cheer. Groups are encouraged to cover multiple locations with several people during the same shift. Musical Accompaniment allowed at most sites.

Volunteers Needed: 1 to 40

Scheduling: 11/18-24/2011

Special Skills: Volunteers must adequately represent The Salvation Army and its mission. A kettle and bell will be provided on-site.

Volunteers must be able to stand for extended periods of time, or provide their own stool or chair to sit on. Volunteers must provide their own transportation.

Supplies/Equipment: Chair or stool.

SENIOR SERVICES, INC.

Historical Preservation Scrapbook Project

A Senior Services volunteer, who has retained over 40 years of history through scrapbooks, has donated this history to us in the form of brittle scrapbook pages. We need to restore this history by creating a digital version of the photographs and documents; then creating an acid-free, lignin-free scrapbook for display in front lobby.

Volunteers Needed: 15

Scheduling: Weekdays 8:30 a.m. to 5:00 p.m.

Special Skills: Ability to organize scrapbook or operate a scanner.

Supplies/Equipment: Scrapbook

binder, acid free pages, decorative stickers, markers, and miscellaneous scrapbooking supplies.

YWCA

Assist a Family for Holidays and Year-Round Gifts

Assist a family with donation of holiday and birthday gifts for women and children supported by the YWCA. Domestic Assault shelter and other areas. Gifts may include new toys, clothing, books and games for children ages 0-18 and new housewares and/or clothing for adults.

Volunteers Needed: Unlimited

Scheduling: Year-round.

Special Skills: None

Supplies/Equipment: Holiday and birthday gifts.

Diapers and Wipes Collection

Donation of diapers and baby wipes for the 75 children served in the YWCA Children's Center and for the hundreds of children served in the YWCA Domestic Assault shelter.

Volunteers Needed: Unlimited

Scheduling: Year-round

Special Skills: Ability to organize scrapbook or operate a scanner.

Supplies/Equipment: None.

Dinner for YWCA Domestic Assault Program Shelter

Provide dinner for clients staying in the YWCA Domestic Assault Program shelter. Includes providing food, cooking, serving and clean up.

Volunteers Needed: varies

Scheduling: Please call for available dates.

Special Skills: Volunteer application and Background Checks, expectation of confidentiality.

Supplies/Equipment: Volunteers asked to provide meal. Agency has complete kitchen and necessary supplies to cook and serve meal.

DAY OF CARING 2011 Registration Form

The Day of Caring Program matches employers, employees and members of organized labor with projects that allow individuals a behind-the scenes look at nonprofit agencies in our community. Day of Caring volunteers make a firsthand difference in the community by working as a team to perform meaningful volunteer projects at a variety of different agencies. **Get started:**

1. Form a committee and designate a Day of Caring contact person.
2. View the Day of Caring Catalog and pick your project then pick a date for your Day of Caring activities. You may schedule projects now through the end of December. Projects are assigned on a first-come, first-served basis.
3. Allow for plenty of time when scheduling project dates. Most agencies need 3-4 weeks, at minimum, to schedule volunteer groups.
4. Complete the online registration form or print the PDF version, complete it and return [via email](#) or fax to 269.382.8362.

Please do not contact agencies directly to adopt a project.

5. Include any specific scheduling needs you have.
6. Volunteer Kalamazoo will facilitate a referral to your agency of choice and send you an email confirmation that includes contact information for your project(s).
7. The agency will contact you directly to review complete project information and finalize work schedules.
8. United Way provides complimentary Day of Caring T-shirts for each of your volunteers, if you would like them. Please wear the shirts while completing your project.
9. The GKUW Day of Caring Coordinator will assist you in any way needed: [via email](#), 269.492.3723.

**For more info on Day of Caring and our member agencies, please visit
www.KalamazooUnitedWay.org**

PROJECT SELECTION

COMPANY: _____ CONTACT PERSON: _____

ADDRESS: _____ PHONE: _____ FAX: _____

EMAIL: _____ # _____ Project volunteers are anticipated.

Indicate project name and organization by first, second, and third choices. **Please register - do not contact agencies directly to adopt a project.**

1. Project Name/Org: _____

2. Project Name/Org: _____

3. Project Name/Org: _____

Please schedule us for a total of # _____ projects.

SCHEDULING:

Specific Date/Time Requested: _____

Please note: This date is not a guaranteed date, rather the date proposed for the project. Most agencies require 3-4 weeks notice or more to schedule volunteer groups.

RETURN TO DAY OF CARING COORDINATOR

Volunteer Kalamazoo

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