**VOLUNTEER OPPORTUNITY LIST**

Please note this list is subject to change at the discretion of Press On Ministries. If you have a special skill set or desire to serve in an area not listed below please contact Press On Ministries to discuss an alternative service learning arrangement.

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| **OPPORTUNITIES** | **DAY OF WEEK** | **START** | **END** | **DESCRIPTION** |
| Snack Preparation | Monday - Thursday | 3:00pm | Varies | Arrive at Press On by 3:00pm. Ensure tables and chairs are set up and clean in the concession room. Get snack out and assembled. Monitor snack time according to afterschool schedule. Monitor behavior. Clean up snack and wipe down table and chairs. |
| Afterschool Homework Development | Monday - Thursday | Varies | Varies | Create afterschool worksheets: math, spelling, grammar, word finds, etc. Please indicate the intended age range and grade levels on the worksheet(s) |
| Afterschool Homework **\*** | Monday – Thursday | 3:00pm | 4:00pm | Arrive at Press On by 3:00pm. Be prepared to assist youth with homework. If the child you are working with has no homework find an alternative, educational activity such as reading, mailbox club – (Monday & Wednesday only), math worksheets, etc. |
| Mail Box Program  (school year) | Monday & Wednesdays | 3:00pm | 4:00pm | Arrive at 3:00pm. Children start arriving at 3:15. Mail Box Club helpers assist the child with the Bible lessons. |
| Bus Monitor – Bible Study Start  (school year only) | Monday Evening | 6:00pm | 7:00pm | Arrive at Press On by 6:00pm. Ensure bus seats are empty and ready for youth pick-up. As youth are picked up help them find a seat and provide continued monitoring that youth remain seated. Monitor for conflicts and/or inappropriate conversations. |
| Bus Monitor – Bible Study End  (school year only) **\*** | Monday Evening | 8:15pm | 9:00pm | Arrive at Press On by 8:15pm. Ensure bus seats are empty and ready for youth pick-up. As youth are picked up help them find a seat and provide continued monitoring that youth remain seated. Monitor for conflicts and/or inappropriate conversations. |
| Bible Study Snack Preparation  (school year only) **\*** | Monday Evening | 6:30pm | 7:00pm | Arrive at Press On by 6:30pm. Ensure tables and chairs are set up and clean in the kitchen. Get snack out and assembled. Monitor snack time. Clean up and wipe down table and chairs. |
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| **OPPORTUNITIES** | **DAY OF WEEK** | **START** | **END** | **DESCRIPTION** |
| Press On Building Cleaning | Friday – Saturday | Varies | Varies | Start time may vary as this will be pre-arranged with Press On Directors. Projects will vary– examples include general building maintenance through cleaning bathrooms, classrooms, walls, games, kitchen, etc. |
| Ground Maintenance | Monday – Saturday | Varies | Varies | Start time may vary as this will be pre-arranged with Press On Directors. General ground maintenance such as mowing the lawn, watering, tending to the flower beds, cleaning the parking lot, etc. |
| Summer Outing Assistant | Monday – Saturday | Varies | Varies | Provide oversight and assistance during special outings such as swimming, camping, canoeing, etc. Ensure youth are safe at all times, following the rules, paid – if applicable, etc. |
| Graphic Design Assistant | Pending | Varies | Varies | Update images on current marketing materials, provide web-designer with graphics as needed. Collect quality images/photos while at Press On for future marketing use |
| Content Writer | Pending | Varies | Varies | Prepare flyers for fundraising events, write and maintain content on our website, contribute to marketing materials, etc. |