

Site Coordinator

- Coordinate general sign-up
- Coordinate volunteer training
- Ensure that all volunteer jobs are covered
- Share info. with food coord., SSPP staff, & other county site managers
- Attend monthly county site manager meeting

Food Coordinator

- 4 coordinators share the month
- Plan the evening dinner menu.
- Call the volunteer food team members to coordinate the food donations, cooking, and food drop off.
- Arrange for pick-up of soup and ice cream.
- Serve the evening meal.
- Clean kitchen & serving area and put away the leftover food.



In addition to volunteering your time, your help is also appreciated in the following ways:

Donated Items

Batteries
Backpacks
Single serve toiletries
Fingernail clippers
Winter coats & gloves
Cotton socks
T-shirts & underwear
Adult Depends
Blue jeans



SS. Peter and Paul Emergency Shelter



**To serve the homeless in our
community**

*Through stewardship we give back
to God and our community what is
given to us.*

For information on how to help,
call the parish office
847-516-2636
Or email PADS at
pads@ssppcary.org

Public Action to Deliver Shelter

PADS is a network of McHenry County area churches that provides food, shelter, & hospitality to homeless men, women, & children.

Our parish offers the basement of the Gathering Space to shelter, feed, & help the homeless each Monday night from 7 p.m. until 7 a.m. Tuesday morning.

The PADS season is October through April. In order to serve the homeless, we need many volunteers to help perform this ministry.

Site Managers

- 4 on site managers share the month
- Arrive early, circle grounds & welcome shift volunteers
- Check-in with weekly food coordinator
- Oversee guest registration
- In charge from check-in to lights out
- Reports attendance & incidences to other site managers

Set-Up Volunteers:

5:00 p.m.-6:00p.m.

- Set-up tables & chairs
- Lay out mattresses
- Set-up sanitizers for serving trays
- Get bedding from laundry
- Make sack lunches
- Set up beverage table
- Set tables for dinner

Shift Volunteer

Must be 18 years old unless accompanied by a parent.

Shift 1: 6:30 p.m. – 11:00 p.m.

- Check in with the site manager.
- Help register the guests.
- Be attentive to the guests.
- Monitor all areas.
- Communicate to the next shift an update of the evening's activities.
- Help serve & clean-up dinner

Shift 2: 11:00 p.m. – 3:00 a.m.

- Check in with the previous shift.
- Note any early wake-up requests.
- Stay awake and monitor all areas.
- Accommodate the late arrivals
- Communicate to the next shift an update of the evening's activities.

Shift 3: 3:00 a.m. – 5:00 a.m.

- Check in with the previous shift.
- Note any early wake-up requests.
- Awaken the guests as needed.
- Make coffee.
- Help prepare and serve breakfast
- Be attentive to the guests

Shift 4: 5:00 a.m. – 7:00 a.m.

- Awaken the guests as needed.
- Make coffee.
- Help prepare and serve breakfast.
- Be attentive to the guests
- Help clean & restack the mattresses

*Online volunteers shift sign up:

<http://www.signupgenius.com/go/10c0c48a9ae28a1ff2-pads1> or go to church website

Tuesday Clean-up Team

7:00 a.m. – 8:00 a.m.

- Sweep and mop the floors
- Clean and reset the tables and chairs
- Clean the bathroom area.
- Put away the food



Food Preparation Team

- Prepare a food item at home or supply lunch items such as sandwich ingredients, juice boxes, and fruit.
- Deliver the food to the site between 5:30 – 6:00 p.m. on Monday.



Laundry Team

- Be available any time Tuesday through Thursday when the parish office is open.
- Wash and dry a couple loads of laundry using the parish's laundry facilities in the basement of the parish office.
- Fold and stack the laundry.
- Children are welcome to accompany parents working on the laundry team.

