

# Volunteer Requirements and Point System

Because we are a volunteer run Co-op and in order to keep our Co-op performing well, we all must work together.

We have implemented a point system to encourage all members to actively participate. This spreads out the necessary duties evenly to all members, instead of the bulk of it falling onto the shoulders of the Administrative Staff members. Additionally, to help keep costs low, we need to make sure that we are utilizing the building in a respectful manner, by cleaning up and resetting the church after we are done.

We require each family to participate and to earn a certain number of points each week. A student that is at least 16 years of age may work and volunteer towards their families' points. The minimum number of points required each week per family is **4 points**.

Points will be assigned after registration on a first come, first served basis until the needs of the Co-op are met. While we do our best to accommodate your requests, all parents (and students 16 years or older who wish to participate) must work as assigned, unless there are physical limitations that prevent you from performing your duties.

It is possible that some parents may be assigned more duties that exceed their 4 points. If this occurs, any extra jobs that need to be filled will be dispersed as equally as possible until the needs of the Co-op are met.

Volunteer activities are coordinated by the Administrative Assistant.

Points for each activity will be awarded as follows:

- 4 Points - Serve on the Co-op Administrative Staff
- 2 Points - Teaching One Quarter Class
- 2 Points - Being Lead for One Quarter in Study Hall
- 2 Points - Being Lead for One Quarter in the Nursery
- 1 Point - Co-teach One Quarter Class
- 1 Point - Assist in one hour block of Nursery for a Quarter
- 1 Point - Assist in one hour block of Study Hall for a Quarter
- 1 Point - Assist in One Quarter Class
- 1 Point - Serve on Set-up Crew for a Quarter
- 1 Point - Serve on Clean-up Crew for a Quarter
- 1 Point - Teach a one-time class during the flex hour (example: kitchen hour)
- 1 Point - Serve as Hall Monitor for a Quarter
- 1 Point - Serve as Chaperone for a Quarter
- 1 Point - Serve as Coffee Manager for a Quarter