

Yearly Volunteer Opportunities at Needs Inc.

Everyday Help

Sorting donations

Separating housewares, holiday decorations, clothing, shoes, and other donations into appropriate piles

Organizing donations

Moving the sorted donations into their appropriate, long-term areas

Organizing Pantry

Moving food to the proper places
Stocking food shelves

Food Box Prep

Assisting in gathering the appropriate food for each client that comes in

Cleaning

Vacuuming, mopping, cleaning bathrooms, pulling weeds, etc.

Accepting donations

Answering the donation door when someone knocks or rings the doorbell, taking donations and offering a receipt.

Administrative

Make copies, file, mailings, cut papers.

Cheyenne Firecracker 5K

Gathering Donors and Sponsors – February-April

Going to local businesses and asking for sponsorship or donation to support our annual fundraising 5K

Race Day – July 4th

Standing along the 5K course directing and cheering runners, handing out water, etc. Assisting with setup and takedown.

Operation Back-to-School

Prep Hygiene Bags – a few weeks before event

Put body wash, deodorant, tooth paste, etc. in bags to easily distribute

Prep Home Supply Bags – a few weeks before event

Put school supplies in a bag for kids to leave at home for homework to put in backpacks

Prep Backpacks – a week or so before event

Put school supplies that are for school in the appropriate backpack (based on the school supply lists given out each year)

Prep Vista Room – a few days before event

Organize backpacks and hygiene bags according to age for easy distribution

Give out backpacks – Mid August

Check food cards and give out appropriate type and number of backpacks to clients

Halloween Costume Giveaway

Prep Halloween costumes – a few days before the event

Hang up Halloween costumes and try to organize by size or age group

Prep Fall Decorations – a few days before the event

Organize the different types of decorations and put them out on tables for easy access

Monitor Event Day-of – Early – Mid October

Control the number of people entering the event and monitor the number of items being acquired

Thanksgiving Dinner Bags

Prep bags – a few days before event

Add appropriate number of dry good to bags based on family size

Prep Vista Room – a few days before event

Group bags by household size for easy distribution

Hand out Bags – the 3 days before Thanksgiving

Check food cards and give the appropriate bag for their household size. Add appropriate amount of frozen and refrigerated foods to bag on the spot.

Christmas Shoppe & Toy Shoppe

Prep Christmas Decorations – a few days before the event

Organize the different types of decorations and put them out on tables for easy access

Prep Christmas Toys

Organize toys according to age and type of toy.

Monitor Event Day-of – Early – Mid December

Control the number of people entering the event and monitor the number of items being acquired (in both Christmas Shoppe and Toy Shoppe areas)

Christmas Dinner Bags

Prep bags – a few days before event

Add appropriate number of dry good to bags based on family size

Prep Vista Room – a few days before event

Group bags by household size for easy distribution

Hand out Christmas Dinner Bags – the 3 days before Christmas (excluding weekends and Christmas Eve)

Check food cards and give the appropriate bag for their household size. Add appropriate amount of frozen and refrigerated foods to bag on the spot.

To volunteer for Everyday Help, you can contact us ahead of time, or just stop by. You will have to sign some paperwork and then you will be ready to get started.

To volunteer for an event, contact us to find out when to come in.

Phone: (307)632-4132

Email: bfecht@needsinc.org

Message:

