



Volunteer Team Positions

The following is a list of Volunteer positions available within Ragan's HOPE. These descriptions indicate what is expected of those committing to serve. All volunteers must complete the Volunteer Application process.

ADMINISTRATION TEAM

These volunteers' primary focus will be data entry for all activity being completed by our organization. It is imperative that we track all support being given so we may ensure the needs of the families are being met and that we are meeting the expectations of the partners making the referrals. There is also a need for clerical work that is typically needed once a week for a few hours.

CALLS WITH PURPOSE

There are two areas within this team to serve. One is our A-Z Family Call Team; these team members have ongoing contact with families on a monthly basis. They ensure that we know what the family's needs are by notifying the Area Team Leads; but they are not responsible to coordinate the needs. Often times, as they begin developing a relationship with the families they take the next step in making visits to them while in the hospital. The other way to serve within Calls with Purpose is to make calls to our volunteers and/or families prior to an event or if a specific notification needs to be announced. This gives a personal touch that is often times needed to keep the connection within our foundation. This is on an as needed basis.

CARD TEAM MEMBER

The Card Team Members will handle card activities nationally. Cards provide encouragement to those we support and are an important part of this ministry. This team serves two areas of our foundation: one to those we support (families and children) and another that sends words of encouragement, celebrations and praises to volunteers in our ministry on a regular basis. The criteria given for writing these cards should be closely followed. This volunteer position will be responsible for reporting their activity to the Card Coordinator each time a card is mailed.

COMMUNICATION TEAM

This team assists in various writing projects; social media needs and web development as well as being responsible for video needs as they arise for the foundation. This team is comprised of volunteers that have a background in performing such tasks.

DANCE THERAPY TEAM

These team members assist the dance instructor during our six week sessions for the children we support and their siblings. This gives the volunteer a great time to interact with the kids and be a kid themselves! It is not necessary to have a background in dance or dance therapy to be a volunteer on this team.

DONATION TEAM

This team will focus on the needs of the foundation and will make contact with corporations, local businesses and individuals to make contributions to the foundation. This could be specific to a fundraising event/activity or ongoing depending on the availability of the volunteer.



GRAPHIC ART DESIGN

Our foundation has several projects ongoing that needs a graphic artist to design various logos/flyers/brochures in order to meet our marketing goals as an organization. These volunteers are used on an as needed basis according to the upcoming projects.

GLOBAL SERVICES

This team is volunteers that enjoy traveling aboard or enjoys hosting families that come to their area for medical attention. Through partnerships of Ragan's HOPE the foundation has specific global opportunities that share the mission and vision of this foundation.

KIDS 4 KIDS CLUB

This group is comprised of the "Next Generation" – the children of our volunteers. This gives them an opportunity to learn the importance of serving others. They volunteer alongside of their parents in age appropriate tasks. They have quarterly gatherings to build *community* with their peers and complete a mission project during this gathering. They also have the opportunity to mail cards weekly to the children being supported by Ragan's HOPE.

MEAL TEAM MEMBER

Volunteers will provide meals to those we support when called upon a situation in their specific area in the community in which they serve. The meals can be either home cooked meals or pre-prepared meals, groceries and/or at times a gift card for food. The volunteer may provide a restaurant meal that delivers if their time does not permit delivering themselves. All Volunteers will be expected to serve in this area of the foundation when the meal team members cannot assist with a need. This volunteer position will be responsible for reporting their activity to the Meal Team Coordinator/ or Area Team Lead each time a meal is provided.

MOVERS and SHAKERS TEAM MEMBER

This team is responsible in assisting those we support that are in need of moving place of residence. Their efforts are arranged by the Coordinator of the team and are utilized on an as needed basis.

NIGHT OF SUPERSTARS

This is a Ragan's HOPE event held nationally to honor the accomplishments of 20 amazing children, students and young adults in their respective geographical areas who are affected by varying types of disabling conditions, yet reach far beyond their adversities and excel in areas such as academics, athletics, extracurricular activities, the arts, and community service. There are many areas to serve either in the planning of the event or the day of this celebration as well as family follow up after the event.

PARTNERSHIP DEVELOPMENT

The team members will be assigned a partner of Ragan's HOPE to communicate with in order to ensure the expectations are being met by both organizations. These volunteers will need the availability to call partners and attend various meetings during regular business hours.

ON CALL/SPECIAL REQUEST TEAM MEMBER

This team is available when there are specific needs for the family – such as lawn mowing, house cleaning, walking pets, picking up mail, doing laundry while the child is in the hospital. This team will report to the Coordinator upon completion of the activities.



PHOTOGRAPHY TEAM

This team is comprised of volunteers that will be at our events and will be responsible for taking pictures as assigned. These volunteers do not need to be professional photographers. Once the event is completed, the members of this team will upload the pictures into the designated area of the Ragan's HOPE Dropbox within a timely manner after serving.

PR/MARKETING

Team members will work collectively to ensure that the communities we are serving as well as our next target areas are getting the publicity necessary in order to fulfill the needs of our foundation. This team also brings to our volunteers the most current activities/projects/events available so they may know how to serve within our foundation. This team is primarily comprised of individuals that have a PR/Marketing background.

TRANSLATION SUPPORT

These volunteers focus on the families that Ragan's HOPE is supporting that do not speak English. They act as the Liaison for the various teams and support offerings.

UPDATES and PRAYER TEAM MEMBER

All the volunteers within Ragan's HOPE will be a member of the updates/prayer team. Prayer Team Members will pray daily for those we support upon the request of the family/caregivers. All members will be notified of updates/prayer requests through email. Please be advised that all information shared by those we support must be kept in the strictest confidence.

VISITATION TEAM MEMBER

The visitation team members are ones that enjoy interaction with those we are supporting. This team is notified of the families needing visits either in the hospital or at home. The volunteer then decides when they can make a visit and notifies the Area Team Lead of their availability. This position must serve within Ragan's HOPE for six months prior to being a part of this team.

NOTE:

There are ongoing positions/needs that may be required based on the specific need of the individual that are being supported. These roles are on an as needed basis.

Volunteers are never to convey medical advice or counseling. Ragan's HOPE is a support ministry.

Last Updated 3/11/2014