

GROUP VOLUNTEER MONTHLY CALENDAR 2024/25

Month	Opportunity	Items Required	# of Positions
APRIL	Cooking Meals		1-3
	Baking Group		1-3
	Cleaning (Indoor General)		2-10
	Organizing/Cleaning Garage Storage		2-10
MAY	Cooking Meals		1-3
	Baking Group		1-3
	Gardening/Planting Shelter (Flowers/Herbs)	Flowers and Herbs, Gardening tools	5-20
	Gardening/Planting Admin (Flowers/Herbs)	Flowers and Herbs, Gardening tools	5-10
	Playground Cleanup/Maintenance	Pressure wash, clean, fix broken pieces (e.g. wood)	5-20
	Cleaning (Indoor General)		2-10
	Spring Cleaning (Outdoor Spaces)	Pressure washer, window cleaning supplies, outdoor tools	5-20
JUNE	Cooking Meals		1-3
	Baking Group		1-3
	Cleaning (Indoor General)		2-10
	Gardening/Planting (Maintenance)	Gardening tools, More Flowers/Herbs (if needed)	2-10
JULY	Cooking Meals		1-3
	Baking Group		1-3
	Gardening/Planting (Maintenance)	Gardening tools, More Flowers/Herbs (if needed)	2-10
	Cleaning (Indoor General)		2-10
AUGUST	Cooking Meals		1-3
	Baking Group		1-3
	Gardening/Planting (Maintenance)	Gardening tools, More Flowers/Herbs (if needed)	2-10
	Cleaning (Indoor General)		2-10
SEPTEMBER	Cooking Meals		1-3
	Baking Group		
	Gardens Clean-up	Clean up gardens at Admin/Shelter	2-5
	Cleaning (Indoor General)		2-10
OCTOBER	Cooking Meals		1-3
	Halloween Baking Group		1-5
	Fall Cleaning (Outdoor Spaces & Gardens)	Pressure washer, rakes	5-20

	Organizing/Cleaning Garage Storage	Needed deep clean of garage/help organizing garage	2-10
	Cleaning (Indoor General)		2-10
NOVEMBER	Cooking Meals		1-3
	Baking Group		1-3
	Christmas Decorating	Decoration set-up in Shelter	5-15
	Cleaning (Indoor General)		2-10
DECEMBER	Cooking Meals		1-3
	Christmas Baking Group		1-5
	Radiothon Support	Phone receivers	Max 40
	Cleaning (Indoor General)		2-10

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JANUARY	Cooking Meals		1-3
	Baking Group		1-3
	Clothing/Donation Organization		3-8
	Christmas Decorations take-down/cleanup		2-8
	Cleaning (Indoor General)		2-10
FEBRUARY	Cooking Meals		1-3
	Baking Group		1-3
	Cleaning (Indoor General)		2-10
MARCH	Cooking Meals		1-3
	Baking Group		1-3
	Cleaning (Indoor General)		2-10

Group Volunteer Opportunities

COOKING MEALS

Description: Cook nutritious meals for children in the Crisis Shelter supervised by our full-time cook staff. Meals will be batch cooked for use during the month.

Frequency: Once per month

Group size: Maximum 3 volunteers

Suggested Cost: \$150

Additional Info: This opportunity takes place monthly and scheduling can be accommodated to the group's needs.

BAKING GROUP

Description: Bake snacks and treats for children in the Crisis Shelter supervised by our full-time cook staff. Baking will be batch cooked for use during the month. For special occasion months – additional baking support will be needed (eg. Halloween, Christmas, Easter)

Frequency: Once per month

Group size: Maximum 3 volunteers / 5 in special months

Suggested Cost: \$150

Additional Info: This opportunity takes place monthly and scheduling can be accommodated to the group's needs.

ORGANIZING/CLEANING STORAGE GARAGE

Description: Help organize and fully clean our garage that contains our necessary supplies and donations. This opportunity will be supervised by Volunteer Coordinator and Donations Associate.

Frequency: 2-3 times (Yearly)

Group size: 2 – 10 volunteers

Suggested Cost: \$0

Additional Info: This opportunity requires some heavy lifting and moving. This opportunity will expose individuals to some dust and dirt from cleaning; precautions for safe cleaning (e.g. masks, gloves) are recommended. Individuals with breathing restrictions are not recommended for this opportunity.

PLAYGROUND CLEANING

Description: Remove/Replace old sand with new sand ****New sand 2023 (replace 2025)****.

Clean playground and equipment and outdoor space for the children. Fix/Replace needed outdoor items (e.g. rubber mats, toys). This opportunity will be supervised by Volunteer Coordinator

Frequency: 2 times Spring/Fall (Yearly)

Group size: Maximum of 20 volunteers

Suggested Cost: \$500

Additional Info: This opportunity requires physical labour and pressure washer/outdoor cleaning supplies (e.g. window cleaners).

COURTYARD

Description: Clean courtyard, equipment and outdoor space for the children. Fix/Replace needed outdoor items (e.g. rubber mats, toys). Clean ball pit for children. This opportunity will be supervised by Volunteer Coordinator/Crisis Shelter staff

Frequency: Yearly

Group size: Maximum of 10 volunteers

Suggested Cost: \$300

Additional Info: This opportunity requires physical labour and pressure washer/outdoor cleaning supplies (e.g. window cleaners).

CLEANING (General)

Description: Help clean the outdoor/indoor spaces of both the Admin building and Crisis Shelter. We need a group of volunteers to deep clean/wash outdoor siding, windows, concrete, planters, railings, signage, walls, toys, shelves, rooms, etc. This opportunity will be supervised by Volunteer Coordinator

Frequency: 2-3 months (dependent on need/area of focus, e.g. kitchen)

Group size: Maximum of 20 volunteers

Suggested Cost: \$250

Additional Info: This opportunity requires physical labour and may require pressure washer/outdoor cleaning supplies (e.g. window cleaners)

GARDENING/PLANTING (Admin)

Description: Come and plant flowers, vegetables, and herbs at Kids Kottage gardens at both Administration and Crisis Shelter. This opportunity will be supervised by Volunteer Coordinator

Frequency: Once in April/May to plant in gardens, One-time clean-up in October (preferably before snow)

Group size: 5-10 volunteers

Suggested Cost: Approximately \$500 for flower/garden supplies

Additional Info: This opportunity requires some heavy labour, and planting supplies (e.g. flowers, seeds, tools)

GARDENING/PLANTING (Shelter)

Description: Come and plant flowers, vegetables, and herbs at Kids Kottage gardens at both Administration and Crisis Shelter. This opportunity will be supervised by Volunteer Coordinator

Frequency: Once in April/May to plant in gardens, One-time clean-up in October (preferably before snow)

Group size: 5-20 volunteers

Suggested Cost: Approximately \$1000 for flower/garden supplies

Additional Info: This opportunity requires some heavy labour, and planting supplies (e.g. flowers, seeds, tools)

DECORATE FOR CHRISTMAS

Description: Come to the Crisis Nursery and Admin offices to make a beautiful space for children to feel welcome and special for holiday's! These opportunities will be supervised by Volunteer Coordinator, Admin staff, and Crisis Nursery staff

Frequency: Decorations needed in November before Christmas

Group size: 5-15 volunteers

Suggested Cost: \$300+ for Christmas – Admin building included

Additional Info: Artistic/decorating experience required (We welcome you to bring your own ideas/supplies for Christmas décor!)

**Note: décor must be approved by program manager/volunteer coordinator

DECK STAINING/REFINISHING ****COMPLETED IN SUMMER 2023 (redo in 2025)****

Description: Help stain and refinish the deck the children use outdoors in the playground area. This opportunity will be supervised by Volunteer Coordinator and Program Manager

Frequency: Every second year

Group size: Maximum 10 volunteers

Suggested Cost: \$500

Additional Info: Group who has members with experience deck refinishing will be given priority. Some experience and labour is required for this opportunity.

GARDENING (Maintenance)

Description: Maintain and re-plant the gardens through the spring and summer months. This opportunity will be supervised by the Volunteer Coordinator

Frequency: Once per month, in spring and summer (weather permitting)

Group size: 2-5 volunteers

Suggested Cost: \$0

Additional Info: Need a small group of volunteers to help us maintain flower beds by watering, tending to, and seeding gardens as needed.

EVENT SUPPORT

Description: Support our fundraising event by coat checks, set-up/take-down, decorations, and greeting of guests, organization,

Frequency: Yearly

Group size: 5-20 volunteers

Suggested Cost: \$0

Additional Info: Various roles available/dependent on the event

GALA SUPPORT (Every Second Year) ***Next Gala in Fall 2025***

Description: Support our fundraising event by coat checks, set-up/take-down, decorations, and greeting of guests

Frequency: Yearly

Group size: 5-20 volunteers

Suggested Cost: \$0

Additional Info: Various roles available

RADIOTHON SUPPORT

Description: Support our 30th signature fundraising event! Become a group of phone receivers to answer phones receiving donations from Radiothon callers. We are also doubling our volunteer efforts this year and including groups to call-out to our various donors!

www.kidskottage.org

Frequency: Yearly

Group size: 4-8 groups for 24 total – 1-hour shifts

Suggested Cost: \$0

Additional Info: Orientation time required prior to each shift