

**Binghampton Christian Academy  
Volunteer & In-Kind Opportunities 2014-15**

NEED	JOB DUTIES	DAYS	HOURS
<b>Girl Scout Troop Leaders</b>	Attend training through the Girls Scouts Heart of the South. Oversee and coordinate activities, weekly meetings, and outings. 1-2 leaders needed for each group: Daisies, Brownies, & Juniors.	Flexible	Flexible
<b>Afterschool tutors</b>	Assist students who are academically struggling in core subjects through homework support and practice basic concepts.	Flexible (Tues. and Thurs. are best/ no Fri.)	3:30pm-4:30pm
<b>Lower School Teacher Assistants</b>	Assist Lower School teachers by working with students, providing supervision, and assisting with activities at least one day a month.	Flexible	8:00am-3:00pm
<b>Dorm Cleaning and Chores</b>	Assist Dorm Parents by cleaning the two dormitories (sweeping, mopping, dusting, cleaning restrooms and kitchens, assisting with laundry, maintaining the exterior of the buildings).	M-F	8:00am-3:00pm (any time)
<b>Testing Proctors</b>	Monitor teachers and students as teachers administer the Spring Achievement Test by continuously walking the room and monitoring students as they test.	April 20-24	7:30am-10:30am
<b>Substitute Teacher</b>	Sign up to be listed on the Substitute Teacher roster to be called to fill in as a volunteer substitute teacher when teachers are absent in K4-8 <sup>th</sup> grades. Background check required.	As Needed	7:30am-3:00pm
<b>Kitchen Volunteers</b>	Help serve food and clean kitchen and cafeteria area during school lunches.	Monday-Friday	10:30am -12:15pm
<b>Prayer Partners</b>	Pray for a specific student and their needs regularly. Receive prayer requests, attend class parties, have lunch with prayer partner, etc.	Ongoing	
<b>Dorm Suppers</b>	<i>Sign up via <a href="http://www.takethemameal.com">www.takethemameal.com</a> Last Name: dorms Password: 1234 to provide dinner for the Boys and/or Girls dorm residents and staff (order meals to be delivered, drop off frozen meals in advance, or bring home cooked meals. Volunteers can stay and eat on Thursdays.</i>	Monday-Thursday	5:30pm
<b>Spiritual Retreat</b>	Volunteer chaperones needed to attend two separate Overnight Spiritual Retreats with students at Country Place in Moscow, TN. Activities & Game Support- One to Two Hour Commitment <ul style="list-style-type: none"> <li>○ Canoeing with students- arrive at 1PM or 3PM</li> <li>○ Game room supervision- arrive at 1PM or 3PM</li> </ul> Meal Prep, Service, Clean Up- Two to Three Hour Commitment <ul style="list-style-type: none"> <li>○ Arrive at 4PM for setup for dinner on Thursday</li> <li>○ Arrive at 7AM for setup for breakfast on Friday</li> </ul>	Aug. 21- Aug. 22 (2 <sup>nd</sup> -4 <sup>th</sup> grade)  Sept. 28- Sept. 29 (5 <sup>th</sup> -8 <sup>th</sup> grade)	Day time shifts or Overnight Support (hours are flexible) Between 9am-2pm the next day

**Contact: [hello@bcamemphis.org](mailto:hello@bcamemphis.org) for more information.**

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<b>Sponsorship and In Kind Needs</b>			
<b>Bible Bowl Trophies</b>	1 <sup>st</sup> , 2 <sup>nd</sup> , & 3 <sup>rd</sup> place trophies for Bible Bowl participation	Nov. 25 & May 1	
<b>Snacks and Fresh Fruits</b>	Healthy snacks for K4, K5, and Residential students	Ongoing	
<b>Science Fair Awards</b>	1 <sup>st</sup> , 2 <sup>nd</sup> , & 3 <sup>rd</sup> place trophies for Science Fair participation	April 10	
<b>Academic Incentives</b>	Stickers, toys, puzzles, games, and any fun items that students can select as a reward for academic achievement	Ongoing	
<b>Office/classroom Supplies</b>	white and color copy paper, notebook paper, folders with pockets, card stock, staples, tape, paper clips, white-out, file folders, envelopes (all sizes), No. 2 pencils, large erasers, staplers and staples, index cards, Kleenex, hand sanitizer, highlighters, notebooks, markers, sticky notes, band aids, peroxide, ice packs, educational games, puzzles, books, etc.	Ongoing	
<b>Kitchen Supplies</b>	3 compartment paper plates, multi-fold paper towels, lunch napkins, garbage can liners (38x58, 30x37)		
<b>Cleaning Supplies</b>	Toilet Tissue, Bleach, Lysol Spray, Pine Sol, Fabuloso, disinfecting wipes, detergent, fabric softener, dryer sheets, brown 3-ply paper towels, cleaning cloths, brooms, wet and dry mops and refills	Ongoing	
<b>Dormitory Supplies</b>	Toothpaste, toothbrushes, deodorant, soap, lotion, body wash, white face towels, white bath towels, boys and girls underwear (all sizes), blue, black or white tights (all sizes) (approximately 30)	Ongoing	
<b>Sponsor Field Trips</b>	Provide enrichment or academic field trips for maximum class size of 15 students to various places around the city to allow students to experience things in their city that they normally would not be exposed to	Ongoing	
<b>Birthday Sponsors</b>	Provide a Birthday Cake or Desert to deliver to the dorms for residential birthday celebrations. Need based on student's birthdays.	Ongoing	

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