



*Center for Service Opportunities Newsletter: Week of May 4<sup>th</sup>, 2015*

**“Those who can, do. Those who can do more,  
volunteer”**

- *Unknown*

### **SLASH THE TRASH!**

<https://www.facebook.com/events/452854764890424/>

Join the group and sell what you no longer need or want and buy from others. Books, microwaves, couches, mini fridges, etc...

Slash the trash and reduce the amount of waste we are producing.

### **New Volunteer Reporting Cards Are In!**

If you need one for your class to report hours, come to the CSO to pick one up!

### **Community Dinners**

Community Dinners will continue through the summer, if you are on campus or around and would like to help please contact [ovs@manchester.edu](mailto:ovs@manchester.edu)

### **Wabash Special Olympics!**

If you are interested in volunteering at the Wabash Special Olympics contact [taschelich2015@spartans.manchester.edu](mailto:taschelich2015@spartans.manchester.edu)

**Dates include May 7, and May 14**

## **Fourth of July Fireworks Volunteer Opportunity!**

If you are interested in volunteering before and/or at the annual 4th of July Celebration and Fireworks Display at the North Manchester campus, contact Tiana Maclin at [PR@manchester.edu](mailto:PR@manchester.edu) Put July 4 in the subject line.

### **Volunteer at Peabody Retirement Center!**

So much to volunteer for!

Bingo, Social Hour, and more!

Come into the office and ask us about Peabody.

Please contact [ovs@manchester.edu](mailto:ovs@manchester.edu) for information and sign-ups for these events

Watch for this Newsletter **every** Monday! We will be listing upcoming events and opportunities to get involved with in the local community. Please note that if **YOU** or **YOUR CLUB/ORGANIZATION** have any ideas about how you would like to serve and volunteer in the community let us know!

## **Fort Wayne Opportunities:**

### **"Blessings in a Back Pack"**

*Location:*

*Fairfield Elementary School*

*2825 Fairfield Avenue*

*Fort Wayne, In 46807...*

*Times:*

*Thursdays 2 PM - 4 PM*

*Duties:*

*Once a week, pack plastic grocery bags with weekend food for students to take home. This requires light lifting. Boxes are unpacked and product is stacked on tables.*

*Contact:*

Jennifer Hayes

Case Manager

Fairfield Elementary

Email: [Jennifer.Hayes@fwcs.k12.in.us](mailto:Jennifer.Hayes@fwcs.k12.in.us)

*Many kids need food on weekends too! Looking for an opportunity to do that is worthwhile and gives back to the community? You can choose to help just once, or whenever your schedule allows. This is a great opportunity to give back!*

## **National Letter Carriers' Food Drive**

**Date: Saturday May 9, 2015**

**Time: 1:30-4:30 pm**

**Volunteer duties: Help unpack and sort food donations. Great event for families and all ages.**

**What to wear: Wear comfortable shoes & sunscreen**

**Post office station locations to volunteer:**

- **Site #1: Diplomat Plaza Station @ 4171 Diplomat Plaza Drive**

- Site #2: Gabriel Station @ 6313 Bluffton Rd.
- Site #3: Centennial Post Station @ 2525 Independence Drive
- Site #4: Relay site @ Trinity Evangelical Lutheran Church @ 1636 St. Mary's Ave.
- Site #5: Relay Site at the corner of Wallen and Coldwater Rd @ 9009 Coldwater Rd..

To volunteer: Email [anae@volunteerfortwayne.org](mailto:anae@volunteerfortwayne.org)

## **Downtown Improvement District!**

**May 16<sup>th</sup> Spring Trolley (Docents on trolleys)**

**Each Thursday June, July, and August Lunch on the Square (Staff a table)**

**June 27<sup>th</sup> BuskerFest (TBA)**

**For more information or to sign up**

**[contactevents@downtownfortwayne.com](mailto:contactevents@downtownfortwayne.com) or call (260) 420-3266**

## **Foellinger-Freimann Botanical Conservatory 2015**

### **Plant Sale**

*Volunteers are needed for the Conservatory's only fundraiser to help bring quality programming to the community.*

**Contact: Carman Young, Special Event Coordinator at 260-427-6446 or [carman.young@cityoffortwayne.org](mailto:carman.young@cityoffortwayne.org). Thank you for your consideration!**

**Where: The Plant Sale is held at the McMillen Park Community Center, 3901 Abbott Street, Fort Wayne.**

### **Set Up and Load In -- Monday, May 4 –Thursday, May 7 (flexible shifts)**

**Monday, May 4                      9:00am-4:00pm                      Load in & set up**

**200+ tables, clamp on sign supports, install signs**

**Tuesday, May 5                      9:00am-4:00pm                      Load plants out of**

**Lawton Park Greenhouse or unload truckfuls of plants and organize for sale**

**Wednesday, May 6                      9:00am-4:00pm                      SAME as yesterday**

**Thursday, May 7                      9:00am-12:00pm                      SAME as yesterday**

**(half day only)**

### **2015 Plant Sale – Thursday, May 7-Sunday, May 10 (set shifts)**

**Thursday, May 7                      Member's Night – 1 shift: 3:00-7:00pm**

**Friday, May 8**

**First public night – 1 shift: 3:00-7:00pm**

**Saturday, May 9**

**Full day of public sale – 2 shifts: 9:30 am-1:00**

**pm or 12:30pm-5:00pm**

**Sunday, May 10**

**Mother's Day – 1 shift: 11:30 am-4:00 pm**

**Jobs available:**

***Customer Service - Assist customers, restock plants, sweep sales floor***

***U-Store – When customers store flats while shopping, U-Store***

***volunteers tally customer orders so they may check out***

***Carry Out – Takes plant orders outside using wheeled cart, keeps orders separate, loads orders into vehicles at pull-up site***

**Tear Down/Load Out – Monday, May 11 (flexible shifts)**

**Monday, May 11<sup>th</sup>**

**9:00am -4:00pm**

**Unsold plants loaded**

**on trucks returning to Greenhouse. Tables swept, wiped, loaded onto skids**