



Transportation / Driver

SPRINGS United Team Application

https://docs.google.com/forms/d/e/1FAIpQLSdJTBf-VSbUa8_c7vG_vCpe1TjWuKMBo6TvwhU1sO8Coe7cKA/viewform?usp=pp_url

Transportation Team Lead

Lead and Oversee Department for Success

Transportation Team Assistant(s)

Assist Team Leader for Success

Quality Control

- Come Prepared for Maximum Team Collaboration (Paperwork & Checklist)
- Teamwork
- Communication

- Leadership is held at the Highest Responsibility and Accountability.

1. Transportation

- a. Volunteers Share a ride
 - i. Accept Gas money
- b. Pick up Food
- c. Deliver Food
- d. Transport Event and or Ministry equipment

2. SIMC Registration for Food Allocation

- a. All Volunteers must be registered in the SIMC System before taking any foods

Dress Code & Personal Hygiene Policy

- Consider who we are serving and the impact that we are making.
- All volunteers should have good hygiene and proper grooming at all times.
- Maintain personal cleanliness by bathing regularly.
- Oral hygiene (brushing of teeth) required.
- Neat and groomed hair, sideburns, mustache and beards.
- All clothes should be well maintained and clean at all times and should be free of holes, tears or rips. Team T-shirts are free of wrinkles. Jeans and pants are not torn or tattered.
- All volunteers are to dress respectfully, which means avoiding inappropriate or revealing clothing.

Team Green T-shirts are required during our Pantry days and Event Days. Free of wrinkles. You may purchase a Team T-shirt from us for \$10. Day loan T-shirts are \$5.

(Exception: Blue T-shirts are in size 3x)

(we encourage you to donate your Green T-shirt at the end of your season with us. Thank you.)

Blue or Black Jeans. Blue or Black pants are acceptable.

Shoes: Comfortable, enclosed toe. Prefer Plain: Black or White.

Baseball caps and Beanie hats must be approved.

Long sleeve shirts may be worn under your Team T-shirt. Prefer plain in colors of Black, Blue, White, Green.

Our Name Tags are worn on the Left side of the arm on the Team T-Shirt.



More Details and Descriptions coming soon.



All Team Departments

**Whatever you do [whatever your task may be], work from the soul
[that is, put in your very best effort], as [something done] for the Lord
and not for men, ~ Colossians 3:23**

1. **Volunteers arriving 8:30am - 8:50am** (Please do not be LATE)
2. **Volunteers Check-in & Name Tag, Entered in SIMC**
 - a. If the Volunteer is not on the schedule, The volunteer must be approved before they get a name tag and enter!!!
3. **Team Meeting at 9:00am**
4. **Department Team Meetings**
5. **Finalize Set up** (Cold Foods, Meats, Vegetables...)
6. **All Volunteers at Stations at 9:55am**
7. **Bible Study with all Volunteers 10-10:30am** (Doors are Closed)
 - a. All Volunteers are encouraged to engage
8. **General Public shopping 10:30-12:30**
9. **Volunteer shopping 12:30** (Bring coolers)
10. **Clean up 12:30-1:30pm**
11. **Family Meal 1:30pm**
12. **Debrief & Share Testimonies**

All - Team Members and Volunteers

- **SPRINGS United is Jesus's ministry**
 - We are the Faithful Labors, God has BIG Plans for His Ministry
 - Everything belongs to God, We are the caretakers.
- **We are here to 1st Be servants of the Lord Jesus Christ and our Kingdom of God.**
 - **Come in with Service Attitude**
 - Humbleness and Obedience is required. Everything else added is a Blessing.
- **We are Servant Ministers, present yourselves as a minister representing our Kingdom in Glory.**
 - Kingdom Culture, SPRINGS United Corporation Kingdom Culture
 - Be Responsible
 - Appearance, Attire, Posture, Language, Speech
 - Team Activities Participation is Required
- **Attitude & Confidence**
 - Attitude - Confident, Royalty
 - Good Posture - Stand Tall,
 - Speech - Clear, Kind, Think before Speaking
- **Dress Code and Appearance**
 - Professional, Clean, Team TShirt
 - Front of Team TShirt:
 - No Jewelry or name tag
 - Ironed, Pressed, Free of Wrinkles
 - Prefer: Jeans, Black Pants - No sweat pants, tights, torn, holes, wrinkled, ungodly
 - Hair: Shaved, Cut, Trimmed, Tidy
 - Jewelry: Minimum, Dainty
 - Make Up: Minimum, Neutral/Natural Colors
- **Take ownership of your position**
 - Respect and comply with your leaders
- **Check the schedule on the website**

- Familiarize yourself with our ministry and updates.
- **On Time or Early**
 - Connect with your leaders
 - Read and respond to messages & Register early for scheduling
 - No Call / No Show means you don't care about your Team and our Ministry.
- **Check In/Check Out**
 - Must be registered and accept all Terms and Conditions
 - Check in with your Team Leader/ Volunteer Lead
 - **All Greet on another when entering and Goodbyes when leaving**
 - **Set up & Break Down**
 - Break down - Clean up and put everything back to original location
 - Bathrooms to be cleaned, Floors swept and mopped.
 - **Check out & Sign out with your leaders!!!**
 - **Procure each event to be better than the last.**
 - Push yourself to grow, be stretched, be a better version of you each month.
 - Don't put limits on yourself, Don't Limit what God can do to you and through you!
 - Desire for Great Possibilities, Ask God to show you how.
- **Registration is Required.**
 - Terms and conditions must be accepted.
- **Shopping**
 - NO Stashing, Stealing!! Extras at the end must be approved.
 - Don't let Temptation destroy souls.
 - Keep your teammate accountable.
 - Shop Buddy System
 - Take everything to your car.
- **Parking**
 - Leave Front and Side parking for Shoppers
- **Boxes**
 - Break down and Stack to be taken to the Trash.

1. Overseer

- a. Make sure Leaders have everything to be successful
- b. Oversee the ministry
- c. Procure each event to be better than the last.

1. Take ownership of your position

- a. **Print your check list before coming in**
- b. **Work with your Team Leaders for information needed to be successful**
- c. **Take notes to improvements**
 - i. Have a notepad and pen at all times.
- d. **Check the schedule on the website**
 - i. Direct your team members to go to the website and familiarize them with our ministry and updates.
- e. **Know your team members**
- f. **Team Talk**
 - i. Rules
 - ii. What to expect Over All
 1. What to expect at this event
 - iii. Job Descriptions
 - iv. Set up to Closing
 - v. **Checkin and Checkout with you before they leave!!!**
- g. **Leaders, Watch Volunteers and Train your volunteers. Are they doing their job correctly and properly?**
 - i. Give volunteers encouragement and Thank yous.
 - ii. Report to Team Leaders who are Team players and who are strong and who are weak...
 - iii. Watch who works from the beginning to the end.

- h. Make sure your team has everything to be successful.
- i. Direct your team for changes, Weather, registration, schedules on the website
- j. **Supplies**
 - i. Print all your paperwork before coming in
 - 1. Team Schedule
 - 2. Pens, Paperwork, Clipboards, Highlighters, Stickers, Tape...
 - 3. Print out what you will be talking to your team about
- k. **Presentation**
 - i. Dress for Success
 - ii. Know your posture, your Body language, your speech.
- l. **Family Meal** - Leaders are encouraged to stay and fellowship.

Thank you for being an Amazing BLESSING!