



Morning Glory Ministries

Emergency Assistance Volunteer Packet

“Loving and Serving the Homeless of Kansas City”

Morning Glory Ministries is a community, faith-based ministry helping make Kansas City a safer, better, happier place for our homeless brothers and sisters. With the help of our tireless staff, volunteers, and donors we served 103,925 meals in 2019 and provided emergency assistance to over 7,000 guests. We continue to be amazed at the wonderful volunteers God has brought to work alongside us. You, our dedicated volunteers, are the heart and soul of this ministry, and we could not do what we do without you.

Volunteer Opportunities & Responsibilities

Personal Shopper:

Our personal shoppers work in a team of 3-5 to fill orders for clothing, hygiene, and pantry items. They receive the paper indicating the needs of a particular guest and take time to pick out what they think would be suitable for this individual. They then bring the bag and oftentimes options out to the individual to see if what they picked out with work. Our personal shoppers also help organize and restock our donation room when needed.

Tuesday 8:30-11:30am

Wednesday 8:30-11:30am

Thursday 8:30-11:30am

Friday 8:30-11:30am

Interviewer:

Each day we have one staff member and one volunteer interviewing our guests to assess how we can help them. Our volunteer is responsible for looking the guest up in the system to see ways we have helped in the past and then recording what clothing, hygiene, or pantry items they need that given day. They will then bring the form to the

personal shoppers who will fill the order. At the end of each day, after interviews are complete they will enter what was given out into our electronic system. If you are desiring one-on-one time with our guests and opportunities to really get to know them and their needs, this is a wonderful way to serve.

Tuesday 8:15-11:30am
Wednesday 8:15-11:30am
Thursday 8:15-11:30am
Friday 8:15-11:30am

Front Desk:

Our front desk volunteer is responsible for checking in all of our walk in guests who come for services. They will check their ID to confirm if they live in our area before allowing them to sign up. They will also determine whether the individual needs to see a staff member (for transportation, job assistance, rent/utility, work clothing, etc) or the volunteer interviewer for food, clothing, and hygiene. They will not buzz in anyone into the building who cannot show an ID. Throughout the morning they will monitor the hall and call upon who is next in line. At the end of the day they will collect all the sign-in sheets, record how many guests were seen that day and put it in the file folder.

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Sign Up Process and Commitment:

*We ask our Emergency Assistance volunteers for a weekly commitment to their position. If you are interested in serving at the **Front Desk** or as a **Personal Shopper**, please contact our volunteer coordinator, Jen, morningglorykcmo@gmail.com. She will set up a time for you to come shadow a volunteer for a morning to see if that position is suitable for you. If it looks like a good fit you will go through a short training led by our Emergency Assistance Coordinator and begin volunteering in Emergency Assistance. If you are interested in serving as an **Interviewer** you will need to do the above process along with a 2.5 hour electronic records training to learn to use our software system.

For your protection:

- Feel free to take pictures of the facility and your group. However, due to confidentiality, do not include the faces of our guests without their expressed consent.
- Please do not give guests any direct money or donations. If you wish to donate an item or provide a monetary donation please contact our director John, jkraus@kcgolddome.org.

- If you find yourself in an uncomfortable situation, threatened, or in a conflict, please find a staff member immediately. Do not resolve the issue yourself.
- No guests are allowed in any donation room, upstairs or downstairs, without permission and supervision from a staff member
- During the interview process, the door must remain open at all times

Location:

We are located at 1112 Broadway Blvd, Kansas City, MO 64105. Please do not bring valuable items to our facility, and please leave all valuables securely out of sight in your vehicle.

Parking:

Volunteers can park in the Cathedral of the Immaculate Conception parking lot located at 416 W 12th St, Kansas City, MO 64105. Morning Glory shares this lot. Please enter through the Broadway entrance. You will be buzzed in at the door.

Thank you so much for your willingness to serve with Morning Glory Ministries. If you have any further questions or concerns please email our volunteer coordinator, Jen, morningglorykcmo@gmail.com.

"LET'S ALWAYS MEET EACH OTHER WITH A SMILE, FOR THE SMILE IS THE BEGINNING OF LOVE."

ST. TERESA OF CALCUTTA