

# CONSIDER SERVING at CHIC



CHIC doesn't work without wonderful volunteers!

Every three years, thousands of high school students come together for an epic ministry event called CHIC. At its core, CHIC is all about God-sized life-transformation. Our goal at CHIC is to partner with you and your ministry to create a moment where students gather together for a variety of experiences to dive deeper in faith and community.

There's nothing else like CHIC—it is the only event when students from across the Covenant denomination gather in one place for worship, transformation, and fun.

CHIC is a huge undertaking and we can't do it without the dedicated volunteers that help make this ministry possible. We anticipate more than 5,000 students attending CHIC next July. It is our prayer that youth will be inspired to go deeper in their faith walk.

We can't do it without your help! It takes hundreds of volunteers in a variety of roles to facilitate this incredible, life-changing ministry.

As your youth ministry begins to recruit students and counselors, please help us out by spreading the word at your church that we need adult volunteers to help. In this packet is a volunteer staff job description sheet which describes the variety of ways volunteers can get plugged into CHIC if they are not serving as a counselor with your group. For example:

- Administration (office, computer, registration, information booths)
- Recreation (equipment distribution, facilitators, excursions, and recreation assistants)
- Hospitality (special needs, retail sales, ushers, information desk, cleanup, greeters)
- Staff Support (setup, transportation, video, sound, security, first aid)

On the back of this letter are flyers to copy and hand out to those at your church who might thrive in these roles of service at CHIC. There are a wide variety of volunteer jobs for a wide range of experience and giftedness. Please encourage volunteers and adult friends of the youth ministry to take a look at the Adult Application Instruction Sheet found in this packet.

Check out [chicconference.org](http://chicconference.org) for more information and contact your conference liaison or the CHIC Office if you have additional questions. You can also follow us on Twitter and like our Facebook page.

We are grateful for your partnership in supporting CHIC! We look forward to serving with you!

Blessings,

**Marti Burger**

Director of Events, Evangelical Covenant Church  
[marti.burger@covchurch.org](mailto:marti.burger@covchurch.org)

**Tim Ciccone**

Director of Youth Ministry, Evangelical Covenant Church  
[tim.ciccone@covchurch.org](mailto:tim.ciccone@covchurch.org)

## **CHIC NEEDS ADULT VOLUNTEERS**

We are expecting over 5,000 students in Tennessee next summer and it takes a small army of adult volunteers to make CHIC happen. Beyond counselors, we have hundreds of volunteer staff roles that need to be filled by adults with a heart for young people. **THAT'S YOU!**



A wide variety of opportunities are available so please take a look at the volunteer staff job descriptions and indicate a few areas that best fit your gifts. Whether your church is sending students or not—or even if you have enough counselors already – please check out the detailed job descriptions included in the registration packet. All information is also online at [chicconference.org](http://chicconference.org).

### **TO GET STARTED:**

1. Take a look at the volunteer staff job descriptions.
2. Fill out an application form and return it with payment to the CHIC contact at your church.
3. Give the pastoral recommendation form to your pastor.
4. Recruit a friend or family member to volunteer as well!

**All documents are also available online at [chicconference.org](http://chicconference.org)**

**WE LOOK FORWARD TO SERVING WITH YOU AT CHIC!**

## **CHIC NEEDS ADULT VOLUNTEERS**

We are expecting over 5,000 students in Tennessee next summer and it takes a small army of adult volunteers to make CHIC happen. Beyond counselors, we have hundreds of volunteer staff roles that need to be filled by adults with a heart for young people. **THAT'S YOU!**



A wide variety of opportunities are available so please take a look at the volunteer staff job descriptions and indicate a few areas that best fit your gifts. Whether your church is sending students or not—or even if you have enough counselors already – please check out the detailed job descriptions included in the registration packet. All information is also online at [chicconference.org](http://chicconference.org).

### **TO GET STARTED:**

1. Take a look at the volunteer staff job descriptions.
2. Fill out an application form and return it with payment to the CHIC contact at your church.
3. Give the pastoral recommendation form to your pastor.
4. Recruit a friend or family member to volunteer as well!

**All documents are also available online at [chicconference.org](http://chicconference.org)**

**WE LOOK FORWARD TO SERVING WITH YOU AT CHIC!**

# VOLUNTEER STAFF JOB DESCRIPTIONS

## University of Tennessee | July 15-20, 2018



All applicants are asked to rate their qualifications in each of the categories listed below and to indicate the specific jobs that best fit their gifts. This portion of the Staff Application will be completed after you have turned in your Adult Application form. The University of Tennessee will send you information on how to complete the application process once your initial application has been received and processed.

### **Administrative (i.e., office, computer, errands, accounting)**

- Arrival Registration Assistant - Assist with welcoming students and leaders to campus, skill in MS Excel, MS Word
- Offering Counting - Assist with counting of the offering, bank experience a plus
- Registration Table Assistant - Assist with registration of students and volunteers, skill in MS Excel, MS Word
- Staff Administration - Provides admin. assistance for Staff Coordinator, skill in MS Excel, MS Word

### **Recreation (i.e., equipment distribution, facilitators, assistants)**

- Excursion Registration Assistant - Staff excursion registration booth
- Excursion Transportation Assistant - Help students find proper bus, work with drivers to depart on schedule, assist bus captains
- Recreation Assistant - Assist with lessons and clinics
- Skateboard Alley Assistants - Assist with skate park. Monitor the skate park and ensure the rules of the park are followed

### **Hospitality (i.e., special needs, retail sales, usher, information desk, cleanup)**

- Affirmation Team - Provide support and encouragement to staff working on campus
- Bookstore Clerks - CHIC Bookstore stock clerks
- Information Centers Staff - Booths around campus that provide event information
- Sign Holders - Guide students to MainStage or small groups
- Sign Language Interpreter - Provide sign language interpretation for students who are deaf or hard of hearing (Professional experience required)
- Extra Support & Special Needs Companions - Assist students with special needs
- Support & Special Needs Shuttle - Drive van to shuttle students with special needs to campus activities
- Ushers - Assist with collecting the Covenant World Relief offering

### **Staff Support (i.e., setup, transportation, video, sound)**

- Dorm Assistants - Assist dorm supervisors to ensure the dorms and students are secure
- Environmental Engineering - Patrol the campus to assist in keeping the campus clean
- Security Team - Ensure the students' safety and adherence to CHIC policies
- Setup Specialists - Assist with setup of event rooms, movement of equipment, audio visual setup, etc.
- Shuttle Drivers (off campus) - Drive 15-passenger vans, shuttle adults from campus to housing
- Shuttle Drivers (on campus) - Drive 15-passenger vans, shuttle injured students or adults to and from events
- Video Camera Assistant - Assist MainStage camera person (experience required)
- First Aid Team - Provide non-emergency first aid to participants (professional medical experience required)
- Welcome Party Setup - Assist with all aspects of the Welcome Party setup (must be able to arrive one day early)
- Welcome Party Assistant - Assist at Welcome Party activities and clean up as needed (must be able to arrive one day early)

### **Prayer Team**

- Serve on the Human Resource Team partnering with leaders and students

**If you have questions, please contact the CHIC Office at 1-800-910-CHIC (2442).**

