

New Path Servant Roles

Food Pantries Located in Tipp City at 7695 S. County Rd 25A or in [Trotwood at 506 E Main St](#)

Servant Position	Description	Time Commitment	Contact Person
Personal Shopper (Tipp City, South Campus)	Friendly faces guide guests through the pantry helping them to find things and letting them know the quantity of each food group their family can choose. Little training is needed.	Approx. 2 hours <i>once a week</i> . <u>Days & Times are:</u> Mondays 6-8pm Tuesdays, Wednesday & Thursday 2-4pm	For Monday opportunities call Sherry Loschi 669-1213 sloschi@ginghamsburg.org For Tues, Weds or Thurs opportunities call Marie Speers 669-1213 mspeers@ginghamsburg.org
Pantry Stocker (Tipp City, South Campus)	A behind the scene service just right for those who love order and cleanliness. Stocking of the pantry is always needed as our guests use the pantry. Stockers are needed throughout the day.	Approx. 2-3 hours <i>once a week</i> . <i>Before Pantry Opens:</i> 10am to Noon on Mondays, Tuesdays, Wednesdays and Thursdays <i>During Food Pantry:</i> Mondays 6pm-8pm 2-4:30 pm Tuesday, Wednesdays and Thursdays.	For Monday opportunities call Sherry Loschi 669-1213 sloschi@ginghamsburg.org For Tues, Weds or Thurs opportunities call Marie Speers 669-1213 mspeers@ginghamsburg.org
Data Entry Servant (Tipp City, South Campus-Mondays at Main Campus)	Friendly faces to interview and set-up or change an existing file for each guest. Our Data system will require some training, but is easy to use. <i>Guests who use the food pantry are not eligible to use this data base.</i>	Approx. 2 hours <i>once a week</i> . <u>Days & Times are:</u> Mondays 4:15-7pm Tuesdays, Wednesday & Thursday 2-4pm	Contact Marie Speers 669-123 mspeers@ginghamsburg.org
Advocate Servant (Tipp City, South Campus-Mondays at Main Campus)	Courageous Prayer warriors willing to learn more about how the community can help so you can share it with families in need. You'll interview families in financial crisis and provide help through Various sources. Be willing to pray with a family when needed.	Approx. 2 hours <i>once a week</i> . <u>Days & Times are:</u> Tuesdays, Wednesday & Thursday 2-4pm	Contact Marie Speers 669-123 mspeers@ginghamsburg.org
Check-in Servant (Tipp City, South Campus-Mondays at Main Campus)	Greet guests and guide them through the qualification process by checking documents needed by the USDA to receive assistance and prepare file for Data Entry Servant. On the job training is needed.	Approx. 2 hours <i>once a week</i> . <u>Days & Times are:</u> Mondays 4:15-7pm Tuesdays, Wednesday & Thursday 2-4pm	For Monday opportunities call Sherry Loschi 669-1213 sloschi@ginghamsburg.org For Tues, Weds or Thurs opportunities call Marie Speers 669-1213 mspeers@ginghamsburg.org
Pantry Greeter Tipp City, South campus	Friendly faces greet guests, seeking bewildered first time guests, give instruction and call numbers for the Personal Shoppers to assist as one becomes available. Little training is needed.	Approx. 2 hours <i>once a week</i> . <u>Days & Times are:</u> Tuesdays, Wednesday & Thursday 2-4pm	For Tues, Weds or Thurs opportunities call Marie Speers 669-1213 mspeers@ginghamsburg.org

Personal Shopper The Point located in Trotwood	Friendly faces guide guests through the pantry helping them to find things and letting them know the quantity of each food group their family can choose. Little training is needed.	Approx. 2 hours <i>once a week</i> . <u>11am-1:45pm on:</u> Tuesdays Wednesdays Thursdays	Call Denita Gibson 937-529-7597 dgibson@ginghamsburg.org
Pantry Stocker The Point located in Trotwood	A behind the scenes service just right for those who love order and cleanliness. Stocking of the pantry is always needed as our guests use the pantry.	Approx. 2 hours <i>once a week</i> . <u>9-11am on:</u> Tuesdays Wednesdays Thursdays	Call Denita Gibson 937-529-7597 dgibson@ginghamsburg.org
Data Entry Servant The Point located in Trotwood	Friendly faces to interview to set-up or change an existing file for each guest. Our Data system will require some training, but is easy to use. <i>Guests who use the food pantry are not eligible to use this data base.</i>	Approx. 2 hours <i>once a week</i> . <u>11am-1:45pm on:</u> Tuesdays Wednesdays Thursdays	Call Denita Gibson 937-529-7597 dgibson@ginghamsburg.org

Administrative Support

Located at 7695 S. County Rd 25A, Tipp City, OH 45371

Phone Servant	Answer phones and assist callers by providing information and taking messages for staff who are out of the office. Some training will be needed. Additional Office work is a blessing.	Serve 4 hours <i>once a week</i> . Mondays: 9am-1pm or 1-4pm Fridays: 9am-1pm or 1-4pm	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Weekly Mailing Servant	Mail Merge Thank you letters to send to donors each week. Some training may be needed.	Flexible Day & Time	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Data Entry for Servant Hours	Work on a Servant web base to update servant information files and record servants time served. This role requires attention to details, confidentiality and training.	Flexible Day & Time	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Data Entry for Donation Receipts	Enter donor receipts from all ministry areas, this position requires attention to details a great deal of confidentiality and requires training.	Flexible Day & Time	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org

Open Table

Located at the Main Campus, 6759 S. County Rd 25A Tipp City, OH 45371

Kitchen Support Servant Main Campus Kitchen	Serve as a support person for the kitchen, prepare kitchen before 3:30pm by cleaning and sanitizing the counters, sinks and work island. Help cooking team if needed to ensure the meal is served at 5:30pm.	Mondays 3:30-6pm	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Hospitality Main Church Worship Area	Serve each week by greeting guests, help them find seats when dining area is full, notify site-team if extra tables and chairs are needed. Be the face	Mondays 4:30-6:30 pm	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org

	of grace! Assist with clearing tables & wiping them down with sanitizer.		
Dinner Guest tickets Main Church Worship Area	Greet with a smile, and welcome each guest. Give each family the number of tickets needed to eat a meal, ask if any have dietary restrictions. Assist with clearing tables after dinner is served & wiping them down with sanitizer.	Mondays 4:30-6:30 pm	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Server Main Church worship Area (report to kitchen)	Serve each guest by offering drinks if needed prior to dinner, help serve the meal and assist with clearing the tables and returning unused stock to the storage area. Wipe tables with sanitizer. Check dining room for things left behind.	Mondays 5-6:30 pm	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Birthday & Anniversary Celebrations Main Church worship Area (report to kitchen)	Alternate with other servants to sing Happy Birthday and recognize each birthday for that week by giving them a card from our staff and servants, and a piece of cake. Children 2-12 yrs. old will be able to choose a gift. Wrap gifts and keep track of the need for cards & gifts.	Mondays 4:45-6pm	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Care & Prayer Servant Main Church worship Area	Be watchful of people who may be open to prayer. Lean in and ask if they would like prayer and take them to a prayer room or off to the side. Open each meal with a prayer on stage during the service. Make sure no one is isolated and sitting alone, join them or suggest they join another table.	Mondays 4:45-6pm	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org

JJ's Furniture & Donation Retrieval Located at 7695 S. County Rd 25A, Tipp City, OH 45371

Donation Pick-ups & drop offs South Campus Furniture barn	Drive or ride our trucks & trailers to pick-up donations of furniture and household items for JJ's Furniture.	<i>Serve 1-2 times a month approx. 2-3 hours</i> Thursdays 6-9pm Saturdays 9-Noon	Call Jim Dunkel 684-0699 jdunkel@ginghamsburg.org
Move trucks for food drives South Campus Furniture barn	Work with a partner and drive trucks and park in place at the Main Campus West Parking lot for food drives each month. Move on Saturday and Sunday after Food drive. Deliver trailer to Anna's Closet on Sundays as last trip.	Less than 1 hour Saturdays 3-4pm Sundays 1-3pm	Call Jim Dunkel 684-0699 jdunkel@ginghamsburg.org
Pick-up Retail Rescue South Campus Discipleship Center	Run a route with a partner to 3 stores located in Troy & Piqua and retrieve foods donated by Kroger, Aldi's & Marsh.	Serve ~2 times a month Mondays 8:30-11am	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Weekday Donation Runs	Pick up and drop off donations at several New Path locations, get donations to the proper location. Stop at Ginghamburg Church to check the copy room for donations weekly.	Serve once a week Mondays 8am-Noon Tuesdays, Wednesdays Thursdays, Fridays 4-5pm	Call Jim Dunkel 684-0699 jdunkel@ginghamsburg.org For Fridays contact Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Donation Sort Team	Sort Donations once month at JJ's Furniture and organize the Blessing area where household items	Flexible days & times roughly 2-3 hours a month	Call Jim Dunkel 684-0699 jdunkel@ginghamsburg.org

	are made available to families receiving assistance. Folding linens and bagging and tagging the sizes.		
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C.A.R. Ministry

Located at 7695 S. County Rd 25A, Tipp City, OH 45371

Donation Documenter	Manage a spreadsheet for each vehicle donation in stock, with a photo and VIN# and Description of Year, Make, Model, Color, standard or auto shift and note any visible signs of damage, store in a file.	As able-flexible time depending on donations.	Call Sherry Loschi 669-1213 sloschi@ginghamsburg.org
Mechanically Inclined Servant	Redeem used vehicles with a garage team, working together to repair donated cars and prepare them to be road worthy.	Serve as available on Thursdays & Saturdays 10 am to 6pm	Call Sherry Loschi 669-1213 or email Kathi & Jim Sitzman at dr1mom@aol.com
Fleet Care giver	Inspect the basic operation functions of and maintain the general cleanliness/condition of the New Path fleet of 6 vehicles. Involves checking and reporting engine fluid levels, tire pressures, lights and wiper operation, advising the manager of repairs and servicing needed, etc. Vehicle maintenance experience is useful. May involve performing simple servicing duties, e.g., adjust tire pressure, and facilitating major repairs and servicing.	Flexible Serving time Inspect Monthly	Call Jim Dunkel 684-0699 jdunkel@ginghamsburg.org

Anna's Closet

Located at 1405 S. County Rd 25A, Troy, OH

Clothing Sorters	Go through donated clothing and determine what can and can't be used in the store, sort by categories if storage is needed.	Tuesdays 4-6:30pm Or Store hours Wednesday through Saturdays 10 am-5pm (flexible hours)	Contact Brenda Slifer, Jan Rust or Elaine Meyers at 875-2909 during store hours Wed-Sat 10am-5pm or email AnnasCloset@ginghamsburg.org
Donation Drive	Serve at the trailer food drives to presort donations.	1 st Sunday of the month 8:30 am-11:30 am	Contact Brenda Slifer, Jan Rust or Elaine Meyers at 875-2909 during store hours Wed-Sat 10am-5pm or email AnnasCloset@ginghamsburg.org
Donation Presentation	Hang and steam clothing items and bring them to their best appearance.	Store hours Wednesday through Saturdays 10 am-5pm (flexible hours)	Contact Brenda Slifer, Jan Rust or Elaine Meyers at 875-2909 during store hours Wed-Sat 10am-5pm or email AnnasCloset@ginghamsburg.org
Store displays and cleaning	Prepare the store for a new week by cleaning and staging displays throughout the store.	Tuesdays 4-6:30pm	Contact Brenda Slifer, Jan Rust or Elaine Meyers at 875-2909 during store hours Wed-Sat 10am-5pm or email AnnasCloset@ginghamsburg.org
Donation Movers	Move donations from trailer to the sort room and take storage tubs to the storage area.	Tuesdays 4-6:30pm	Contact Brenda Slifer, Jan Rust or Elaine Meyers at 875-2909 during store hours Wed-Sat 10am-5pm or email AnnasCloset@ginghamsburg.org

GIVE Medical Ministry

Located at 1000 Mote Dr. Covington, OH

<p>Receptionist</p>	<p>Answer phones and greet visitors to the office. Assist callers and visitors by providing information; transacting requests for equipment/supplies, including designating equipment/supplies for preparation; and performing some clerical duties.</p> <p>Requires a heart for and joy in helping people. Will require some walking in and around the building and some light lifting.</p>	<p>Approx. 4 hours <i>once a week</i>.</p> <p><u>Days:</u> Tuesdays, Thursdays and Fridays</p> <p><u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm</p> <p>Saturdays 9:30 am - 12:00pm</p>	<p>Linda Kremer, 473-5195</p> <p>lkremer@ginghamsburg.org</p>
<p>Cleaning Technician</p>	<p>Thoroughly clean and sanitize donated simple medical equipment. Requires handling disinfectants, soap, and bleach, and an enjoyment in making things bright and germ-free.</p>	<p>Approx. 4 hours <i>once a week</i>.</p> <p><u>Days:</u> Tuesdays, Thursdays and Fridays</p> <p><u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm</p> <p>Saturdays 9:30 am - 12:00pm</p>	<p>Tom Downs, 473-5195</p> <p>tdowns@ginghamsburg.org</p>
<p>Service Technician</p>	<p>Thoroughly inspect, service/repair and clean/sanitize mechanical and mechanical/electrical medical equipment to provide safe and proper performance. Requires mechanical or mechanical/electrical aptitude and the handling of disinfectants, soap, and bleach. Mechanical and electrical servicing tools are provided.</p> <p>Specialty - mend and repair fabric</p>	<p>Approx. 4 hours once a week.</p> <p><u>Days:</u> Tuesdays, Thursdays and Fridays</p> <p><u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm</p> <p>Saturdays 9:30 am - 12:00pm</p>	<p>Tom Downs, 473-5195</p> <p>tdowns@ginghamsburg.org</p>
<p>Donation Sorter and Organizer</p>	<p>Sort, organize and store donated medical supplies and small equipment. For those that enjoy organization and neatness.</p>	<p>Approx. 4 hours once a week.</p> <p><u>Days:</u> Tuesdays, Thursdays and Fridays</p> <p><u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm</p> <p>Saturdays 9:30 am - 12:00pm</p>	<p>Tom Downs, 473-5195</p> <p>tdowns@ginghamsburg.org</p>
<p>Donation Pick-ups & drop offs</p>	<p>Drive or ride the GIVE cargo van to pick-up donations of medical equipment and supplies, or to make necessary deliveries. Requires a valid Ohio driver's</p>	<p>Approx. 4 hours once a week.</p>	<p>Tom Downs, 473-5195</p> <p>tdowns@ginghamsburg.org</p>

	license and the strength and flexibility to lift and move up to 50 pounds.	<u>Days:</u> Tuesdays, Thursdays and Fridays <u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm Saturdays 9:30 am - 12:00pm	
Custodian	For those that enjoy keeping facilities clean and sanitized. Includes sweeping and mopping floors, cleaning bathroom and cleaning room fixtures, cleaning windows and doors, vacuuming carpets, maintaining office/kitchen equipment cleanliness, emptying trash cans and sweeping outdoor sidewalk/rugs. May involve shoveling snow from the sidewalk.	Approx. 4 hours once a week. <u>Days:</u> Tuesdays, Thursdays and Fridays <u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm Saturdays 9:30 am - 12:00pm	Tom Downs, 473-5195 tdowns@ginghamsburg.org
Facilities Maintenance	Maintain and perform minor repairs of the facilities, the support equipment and the grounds. Includes the main (office/workshop/cleaning room/warehouse) building, shed, garage and grounds. General "handyman" experience is useful. Involves mowing the lawn.	Approx. 4 hours once a week. <u>Days:</u> Tuesdays, Thursdays and Fridays <u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm Saturdays 9:30 am - 12:00pm	Tom Downs, 473-5195 tdowns@ginghamsburg.org
Van Caregiver	Inspect the basic operation functions of and maintain the general cleanliness/condition of the GIVE van and trailer. Involves checking and reporting engine fluid levels, tire pressures, lights and wiper operation, advising the manager of major repairs and servicing required, etc. Vehicle maintenance experience is useful. May involve performing simple servicing duties, e.g., adjust tire pressure, and facilitating major repairs and servicing.	Approx. 4 hours once a week. <u>Days:</u> Tuesdays, Thursdays and Fridays <u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm Saturdays 9:30 am - 12:00pm	Tom Downs, 473-5195 tdowns@ginghamsburg.org
Ramp Construction	Lead and/or participate in the design, permit authorization and construction of ramps for mobility equipment (wheel chairs and power wheel chairs/scooters) at private and public residences. Involves skill in and/or willingness to learn construction design and completion of carpentry-type structures.	Approx. 4 hours once a week. <u>Days:</u> Tuesdays, Thursdays and Fridays <u>Times are:</u> 9:30 am - 1:30pm or 1:00 - 5:00pm Saturdays 9:30 am - 12:00pm	Tom Downs, 473-5195 tdowns@ginghamsburg.org

The Gleaning Place

Located at 31 N. Miami St West Milton, OH 45383

Gleaning Place servants work as a team and take on various tasks throughout the day as needed. We welcome all who wish to serve and will learn together where God can best use each of us in the store.

Pricer	Determine appropriate price for donated item after consultation with other team members, and affix tag.	Wed, Thurs, Fri or Sat. 10am-1:30pm or 1:30 pm-5pm	Contact Evelyn Alder 522-5477 or email newpath@ginghamsburg.org
Customer Assistants	Greet customers as they arrive inform them of any store specials or sales, help the customer find what they are looking for.	Wed, Thurs, Fri or Sat. 10am-1:30pm or 1:30 pm-5pm	Contact Evelyn Alder 522-5477 or email newpath@ginghamsburg.org
Shelf Stocker	Place donations that are cleaned, labeled and priced on appropriate shelves	Wed, Thurs, Fri or Sat. 10am-1:30pm or 1:30 pm-5pm	Contact Evelyn Alder 522-5477 or email newpath@ginghamsburg.org
Donation Sorter/cleaner	Sort through donations and clean as needed, check to see if they are in working order.	Wed, Thurs, Fri or Sat. 10am-1:30pm or 1:30 pm-5pm	Contact Evelyn Alder 522-5477 or email newpath@ginghamsburg.org
Housekeeper	Sweep floors, dust, wash dishes, and run washer and drier.	Wed, Thurs, Fri or Sat. 10am-1:30pm or 1:30 pm-5pm	Contact Evelyn Alder 522-5477 or email newpath@ginghamsburg.org
Interior Decorator	As items are purchased, rearrange furniture and other items attractively to encourage purchase by customer.	Wed, Thurs, Fri or Sat. 10am-1:30pm or 1:30 pm-5pm	Contact Evelyn Alder 522-5477 or email newpath@ginghamsburg.org

The Fire House

Located at 3640 Michigan Ave, Dayton, OH 45406

Administrative Support	File record, make copies, print labels, answer phone calls.	Monday through Friday opportunities 9am-4pm	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Benevolence Financial Counselors (Love Fund)	Take information over the phone, meet with individual/family, ensure information is accurate, and may give financial advice on budgeting and basic financial planning (as needed).	Flexible hours	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Ally- Faith & Finance	This servant role requires training and a desire to walk alongside a family for a period of one year.	To be determined in 2017	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Newsletter- Writer	Help write for the Fort McKinley Neighborhood newsletter by gathering information and stories that are beneficial to the neighborhood.	Twice a month, flexible hours	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Janitorial	Help keep the facility clean and stocked with supplies at the Fire House Community Center.	Once a week or as needed after special events	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Shopper	Shops for the Point Food pantry mostly at Meijer's, but may be asked for other events or activities as needed.	Weekly, flexible hours	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Driver	Transport new servants or community members to various Avenues of New Path in Montgomery & Miami County.	Once a month, flexible hours	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Activities Coordinator	Help organize family nights & special events.	Flexible hours, as event requires	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Job Recruitment	Gather information on businesses and companies in the area whom are hiring and post to job board.	Flexible hours	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org

Fort Neighborhood Garden Located at Corner of Pittsburg & Salem, Dayton, OH 45406

Garden Mentor/Gardener	Teach and inspire gardening within the Community Garden. Encourage children's involvement.	Flexible hours	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
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Ohio Benefit Bank Counselor & Tax Service Location varies between campuses

Ohio Benefits Counselor	This role requires training and certification on the OBB website, you would take information to try and connect people to public assistance that is available for the Snap program, childcare assistance, Grants for education and more.	By appointment- so hours are flexible for your schedule	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org
Ohio Benefits Tax Service Counselor	This role requires training and certification on the OBB website, from January until May you would help people file their taxes on the web site, so they can avoid costly tax services. Families and singles under \$50,000 income qualify.	By appointment January-May so hours are flexible for your schedule (Seasonal service)	Contact Nicole Land 937-276-2806 or email nland@ginghamsburg.org