



# **Volunteer Opportunities Catalog**

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CLIENTS: [carenetsps.org](http://carenetsps.org) | DONORS: [supportcnps.org](http://supportcnps.org)



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# Welcome from our Executive Director

Dear Volunteers,

You are a critically important member of the ministry team at Care Net of Puget Sound. Without you we could not continue to do all we do. Thank you for taking the time to learn about Care Net of Puget Sound and the many volunteer opportunities we have available.

Each volunteer contributes directly to Care Net's mission, growth and success. Thank you for donating your time and resources while partnering with us in upholding the sanctity of life. As a volunteer, you are making a strong statement. James 1:22 (NRSV) says, "...*be doers of the word, and not merely hearers...*" Volunteers at Care Net are demonstrating they are doers, individuals personally reaching out to have an eternal impact on lives in our region.

Care Net of Puget Sound is a non-profit religious organization. Our mission is to offer hope by providing compassionate practical care, accurate information, Biblical Truth, and life-affirming resources for pregnancy, sexual health & integrity, and abortion recovery.

Everyone who has a part in this ministry has been supplied by God with talents and gifts to support families. This guide was developed to list the many ways volunteers connect in our community. It will also provide you with information on how to apply to volunteer, what is involved in the training, and what the time commitment might look like.

We are excited that you are exploring options for ministry with us. We are praying for you as you discover how you might serve the Lord through Care Net of Puget Sound.

Thank you again for your interest in serving God as we show His love to the born and the unborn.

May God richly bless you,

A handwritten signature in black ink that reads "Dave Mitchell". The signature is written in a cursive, flowing style.

Dave Mitchell  
Executive Director

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253-383-6033 (Admin)  
[dmitchell@carenetps.org](mailto:dmitchell@carenetps.org)

# Application Process

Thank you for your interest in learning more about the ministry of Care Net and how you can be a part of providing life-affirming care to women, men, and families in the Puget Sound area.

Our volunteers make this work possible. At Care Net of Puget Sound, we only have about 45 staff members, but we have over 400 volunteers serving clients behind the scenes and making a difference for eternity with the gifts of their time and talents.

We always seek to provide our clients with the best care. In fact, last year our clients reported a 99% satisfaction rating regarding their care.

Our volunteers are a vital part of making that happen, and we want to equip every person who serves at volunteer at Care Net to confidently show the love of Christ to our clients with care and compassion. That is why every potential volunteer who would like to work with clients goes through specialized training.

**Step #1: Attend Care Net 101.**

**Step #2: Fill out an "Volunteer Inquiry Form."**

**Step #3: Complete a volunteer application.**

The application is provided electronically unless specifically requested in print form. Review ministry statements and complete application.

**Step #4: We will perform a background check and contact your references.**

The volunteer coordinator will request references from the people you listed and perform the required background checks.

**Step #5: The center/program/support area will contact you about opportunities and training.**

Thank you so much for your interest in serving at Care Net of Puget Sound. I look forward to hearing from you soon!

**Kerry Cady**

Volunteer Coordinator

253-267-7150 (Direct)

253-383-6033 (Admin)

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# Volunteer Opportunities

## Direct Client Care

### Training Required:

- Complete the Volunteer Training (32 hours of training).
- Complete on-the-job training (OJT).
- Attend 4 volunteer workshops per year.



### Receptionist

The receptionist answers the center's main phone line, texting, handles initial client contact, coordinates appointments and scheduling, and performs general administrative duties. The receptionist ensures that the center volunteers and staff have resources available to effectively serve clients.



### Client Advocate

The client advocate meets with women who come to the pregnancy center to learn about a potential pregnancy or STD. They conduct an intake and provide options education. They are responsible for the education, emotional support, and assistance of pregnancy center clients.



### Parenting Mentor

Parenting mentors support parenting clients (women, men, and families) with training and resources that enable them to be the best parents they can be. Parenting mentors provide resources that help parents develop nurturing relationships, healthy starts, effective education, and character development.



### Men's Mentor

The men's advisor meets with the father of the baby or the man stepping up to provide support for the birth mother, addressing his concerns and needs during the decision-making process for the pregnancy and beyond. The advisor provides support, education, discipleship, and assistance through one-on-one conversations or through facilitating men's groups.



### Helpline Volunteer

Manage incoming client communications (website inquiries, phone calls, texts) when centers are closed for the evening or over the weekend/holidays. Volunteer serves from her home and has calls transferred to her cell phone. Shifts are typically 5pm to 9am the next business day. Weekend shifts are from 5pm on Friday until 9am on Monday. Volunteers do not need to stay awake all night.

# Medical Professional Services

## Training Required:

- Attend a Care Net 101.
  - Complete the Volunteer Training (32 hours of training – determined by nurse manager).
  - Complete on-the-job training (OJT) with nurse manager.
- 



### **Nurse Sonographer/RDMS**

Assists the client with medical clinic services providing ultrasound scans to confirm the pregnancy, continuing options education, and referring to ongoing prenatal care and maternity case management. Training is available to RNs who are trained client advocates and are volunteers in good standing at the center.

**One 4-hour shift weekly**

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### **Medical Professional**

Physicians, physician assistants (PAs), and nurse practitioners (NPs) provide medical consultations, referrals, and staffing for the STD clinic.

**Weekly, bi-weekly, or monthly**

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### **Childbirth Educator**

Volunteer certified childbirth educators (CCE) provide childbirth education classes for clients who are preparing for their birthing experience. RNs are preferred. However, if not an RN, the CCE will be joined by an RN to provide medical consultation for clients as needed.

**As scheduled.**

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## Center Administration Positions

### Training Required:

- Attend a Care Net 101.
- Participate in training with center staff.
- Attend 4 volunteer workshops per year.



### Donations Manager

Assists the center's staff with the oversight of incoming donations and the center's boutique. Manager inspects furnishings/furniture for distribution.



### Donations Sorter

Sorts through and prepares incoming donations for clients receiving material support services through the center's boutique.



### Data Entry Volunteer

A volunteer gifted in data-entry skills ensures accurate input of client records into the electronic database.

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## Center Maintenance Positions

### Training Required:

- Attend a Care Net 101.
- Participate in training with center staff.

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Depending on your availability



### Maintenance

Works on a variety of "handyman" projects as they arise. They might also help with specific projects such as painting, flooring, moving, refinishing, etc. Volunteers who serve as electricians and plumbers must be licensed and bonded and must provide their information to the finance office for required vendor files.

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Depending on your availability



### Cleaning

Assists the center in keeping the facility clean (dusting, vacuuming, trash removal, bathroom and kitchen cleaning).

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As needed



### Facilities Volunteer

Helps with the maintenance and upkeep of the center.

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# Mobile Unit

## Direct Client Care

### Training Required:

- Complete the Volunteer Training (32 hours of training).
  - Complete on-the-job training (OJT).
  - Attend 4 volunteer workshops per year.
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### Client Advocate

Meets with women who come to the mobile unit about a potential pregnancy or STD screening. They conduct the intake and provide options education. They are responsible for the education, emotional support, and assistance of the mobile unit clients.

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### Medical Professional

Physicians, PAs, NPs, and RNs assisting clients with necessary medical services (medical consultations, physical exams, ultrasound and STD testing/screening).

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## Mobile Support

### Training Required:

- Attend a Care Net 101.
  - Complete driver application and pass background check.
  - Train with lead driver.
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### Driver

Transports mobile unit to service location and back to storage. Completes rig check and ensures proper set up of mobile for daily operations. May assist with restocking the mobile with needed supplies. Provides security during operational hours.

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Varies



### Special Events Driver

Transports mobile unit to weekend events at area churches and community events. Completes rig check at mobile pick up. Transports mobile to assigned event and returns it to storage.

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# Community Education

## Smart Programs

### Training Required:

- Attend a Care Net 101.
- View, learn, and give a presentation.
- Attend yearly training.

### Speaker Required:

- Must be available during school days/hours and able to walk distances and stand for periods of time.
- Speakers are responsible for their own transportation. (Travel reimbursement is available.)
- Speakers must be able to speak to groups without giving individual opinions about faith, abortion, homosexuality, gender, etc.

### Time Commitment: Flexible

- Must be able to give at least 10 presentations during a school year (spread out or multiple presentations in one day).
- Choices of locations are available, but not guaranteed. Travel time may be more than 30 minutes.
- Speakers can select opportunities based on preferences, such as location, time, etc.



### Smart Speaker

Smart Programs presenters share holistic relationship education lessons that are medically and scientifically accurate to youth, and adults within the Puget Sound.

We present in person at public and private schools, churches, and other community focused locations.

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# Healing Tide: Pregnancy & Infant Loss Support

Most Healing Tide leaders have experienced either abortion, miscarriage, or infant loss and move into a group leader role after going through the program themselves. There are separate groups for each kind of pregnancy loss. Having experienced pregnancy loss is not a requirement of all group leaders.

## Training Required:

- Attend a Care Net 101.
- Attend a Healing Tide basic training.
- Attend 4 volunteer workshops per year.



### Group Leader

Leads the Healing Tide post-abortion support group or miscarriage support group in cooperation with the co-leader and facilitates discussion of the Bible study utilized in a weekly group or weekend retreat.



### Co-Leader

Facilitator-in-training who observes, learns from, and assists the group facilitator through the weekly group or weekend retreat.

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# Behind-the-Scenes Support

## Spiritual Support

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### Prayer Partner

There are four different ways you can be a part of our prayer team. You may choose one or any combination of the following:

- Receive monthly prayer e-newsletters which provide information on general prayer needs for all our centers.
- Pray for requests for our individual centers and programs. You will receive 8-10 emails per month.
- Pray for needs sent through texts when immediate prayer is needed for a client being seen at one of our centers who is planning to have an abortion. The text simply reads, "NOT THIS ONE," protecting the confidentiality of the client while rallying prayer support for this woman and her unborn child.
- Join your local center for their monthly day of intercessory prayer and/or commit to praying for a particular steering committee or special event.

As the  
Lord leads



Apply online by visiting: [supportcnps.org/get-involved/#prayer](https://supportcnps.org/get-involved/#prayer)

### No training Required.

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### Prayer Coordinator

Communicates prayer requests and prayer focus reports via email prayer chains.

As needed



### Training Required:

- Attend a Care Net 101.
- Train on email system and prayer chain.

### Church Liaison

Church liaisons serve as an important link between Care Net of Puget Sound and their church family and pastors by communicating Care Net news and needs via church announcements and more. Quarterly updates are emailed to our liaisons regarding volunteer opportunities, baby bottle campaigns and upcoming events that may be of interest to their church body.

Event-  
driven



A church liaison could also serve as an important link for a member of the church who needs help or knows of someone who needs help during an unexpected pregnancy, pregnancy loss or parenting classes.

Apply online by visiting [supportcnps.org/get-involved](https://supportcnps.org/get-involved).

### Training Required:

- Attend a Care Net 101.
  - Receive special instruction from development coordinator.
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# Office Support

## Training Required:

- Attend a Care Net 101.
  - Interview with IT team members to discover skills and determine role on the team.
  - Attend team meetings for planning and coordinating.
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### IT Volunteer

As needed



Assists with the computer operations of Care Net of Puget Sound serving on the IT committee and/or providing support to their community center. Skills in computer hardware, software, networking, and/or security are needed. IT volunteers might also help at special events or community presentations.

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### Administrative Volunteer

As needed



Administrative volunteers help at the Tacoma administrative office in a variety of roles. Some available jobs include:

- **Center Orders/Copy Work:** Make copies and fill center form orders.
  - **Manual Assembly:** Assists with production and assembly of ministry manuals.
  - **Mailings:** Assists with receipt and thank-you note mailings.
  - **Database Maintenance:** Assists with certain database updates.
  - **Hospitality:** Assists with food and beverage service for volunteer training and staff meetings.
  - **Delivery Driver:** Assists with delivery of center orders and items to and from storage, delivery of donations between centers or to other organizations.
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# Special Events

## Training Required:

- Complete on-the-job training with the development coordinator or committee member.
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## Special Events Volunteer

Special events volunteers assist the development coordinator. Volunteers can serve as committee members and/or event helpers. Some available jobs are, but not necessarily limited to, the following:

Varies by event



- **Sanctity of Human Life Sunday:** Assist with phone calls, packet assembly
  - **Baby Bottle Drives:** Assist with preparing baby bottles for pick up and emptying and cleaning bottles following the campaign.
  - **Banquet or Hope Events:** Help committee plan various aspects of the event. Prepare venue with decorations, registration, and set-up and/or take-down.
  - **Golf Tournament:** Help on pre-tournament committees with planning and executing various aspects of the event. Help with decorations, registration, and other key components of the event.
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# Advisory Councils

## Training Required:

- Attend a Care Net 101.
  - Possess professional experience is required in the area in which you desire to serve.
  - Train one-on-one with the executive director.
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## Medical Advisory Council

Ongoing as needed



Physicians, PAs, NPs, RNs, and those in medical clinic administrative leadership provide help and support to the medical clinic services of Care Net of Puget Sound. Medical Advisory Council members promote the ministry work of Care Net in their communities and circle of influence and will refer patients in their care to Care Net's program services. They also provide advisory support in best practices and, for applicable professional services, referrals for clients in Care Net of Puget Sound's care.

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## Legal Advisory Council

Ongoing as needed



Lawyers are needed in a variety of specialties to provide support and advice to Care Net of Puget Sound as needed. Members of the council promote the work of Care Net in their communities and circle of influence.

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# Center & Program Contact Information

## Pregnancy Center Services

Bellevue Mobile	Melodie Kieswether	425-837-3643	<a href="mailto:mkieswether@carenetps.org">mkieswether@carenetps.org</a>
Federal Way Center	Kris Foster	253-941-2664	<a href="mailto:kfoster@carenetps.org">kfoster@carenetps.org</a>
Gig Harbor Center	Moriah Burns	253-858-5585	<a href="mailto:mburns@carenetps.org">mburns@carenetps.org</a>
Kenmore Center	Cindy Dahl	425-398-5820	<a href="mailto:cdahl@carenetps.org">cdahl@carenetps.org</a>
Lakewood Center	Dana Davenport	253-984-6222	<a href="mailto:ddavenport@carenetps.org">ddavenport@carenetps.org</a>
Puyallup Center	Kim Sandberg	253-770-8697	<a href="mailto:ksandberg@carenetps.org">ksandberg@carenetps.org</a>
Tacoma Center	Danielle Walker	253-383-2988	<a href="mailto:dwalker@carenetps.org">dwalker@carenetps.org</a>
King County Mobile	Grace Mignoli	206-926-7860	<a href="mailto:gmignoli@carenetps.org">gmignoli@carenetps.org</a>

## Programs

Healing Tide (post-abortion support)	Tracey Olsen	253-267-8938	<a href="mailto:tolsen@carenetps.org">tolsen@carenetps.org</a>
Healing Tide (pregnancy & infant loss)	Janet Caldon	253-272-1818	<a href="mailto:jcaldon@carenetps.org">jcaldon@carenetps.org</a>
Smart Programs	Jai Lynch	253-336-5956	<a href="mailto:jlynch@carenetps.org">jlynch@carenetps.org</a>
Men's Programs	Daniel Metcalf	425-440-3364	<a href="mailto:dmetcalf@carenetps.org">dmetcalf@carenetps.org</a>

## Administration

Volunteer Coordinator	Kerry Cady	253-267-7150	<a href="mailto:kcady@carenetps.org">kcady@carenetps.org</a>
VP of Programs & Volunteers	Dawn Darby	253-534-8851	<a href="mailto:ddarby@carenetps.org">ddarby@carenetps.org</a>

## Employment

Interested in serving on staff with Care Net?

Scan the QR code below to view current openings or visit [supportcnps.org/get-involved/#staff](https://supportcnps.org/get-involved/#staff).



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