

## VOLUNTEER GUIDE

# Chapel on the Green at DESK

Spring – Summer 2020

Starting May 31, 2020 and for the foreseeable future, Chapel on the Green will be modifying our outreach to people on the New Haven Green by teaming up with the Downtown Evening Soup Kitchen (DESK). **Each week Chapel on the Green will host a table at DESK's Sunday meal distribution, from 4:30pm to 6pm.** While DESK serves a meal to-go, COTG will distribute care packages and other miscellaneous donations, provided by our volunteer group partners.

Although we long to be back on the green, worshiping and sharing a meal together, we recognize that COVID-19 will have a long-term impact on our outreach programs. We are prioritizing the health of the people we serve and our volunteers, by minimizing person-to-person contact while continuing to listen to and address the needs of people on the Green.

**Questions?** Contact the COTG Coordinator at [cotg@trinitynewhaven.org](mailto:cotg@trinitynewhaven.org).

## Sponsor a Sunday

Our volunteer groups and partners are just as important now as ever. We invite you to sponsor a Sunday to prepare and drop off care packages that we will hand out at DESK.

- Volunteer groups are invited to prepare and drop off donations in coordination with the Outreach Coordinator, though they will *not* be asked to be present on site during distribution. This is to minimize the amount of person-to-person contact, and minimize risk to volunteers and those we serve. We will coordinate a small group of volunteers and staff to facilitate distribution.
- **How many items?** – prepare enough for about **120 people**
- **What kinds of items?** – summer socks, hygiene items, masks, sunscreen, lip balm, and hand sanitizer are all good options. Check in with the Outreach Coordinator ([cotg@trinitynewhaven.org](mailto:cotg@trinitynewhaven.org)) to learn what items are most requested, as we continue to assess peoples' needs. We also encourage you to consider items that address peoples' emotional wellbeing.
- Consider a "table of generosity" approach, where people are given a choice from several items that are geared more towards enjoyment than need (for example: word searches, Uno cards, writing supplies). Keep in mind that over half of the people we serve are housed, though still in need of additional support.
- **How to prepare packages:** observe practical hygiene measures when preparing packages – wash your hands thoroughly, and whenever possible wear gloves. We recommend packing items in clear gallon bags so people can see what's inside. Packing items several days to a week in advance can help minimize the risk of spreading coronavirus. Maintain a reasonable physical distance if preparing care packages with others from your community.

- **Drop off care packages at DESK (311 Temple Street) on 4pm on the Sunday you are scheduled, in coordination with the COTG Coordinator**

## **Join our core group of Crisis Volunteers**

We will be relying on a close group of volunteers to help distribute donations each Sunday, on behalf of the volunteer groups who prepare them.

- Email [cotg@trinitynewhaven.org](mailto:cotg@trinitynewhaven.org) if you are interested in being a part of this core group of volunteers. The required availability is Sunday from 4pm to 6pm.
- Volunteers do not have to be available every week. We will coordinate a schedule that ensure 2-3 people are involved each week, in total.
- In-person volunteers should be able to answer "no" to all the following questions (criteria adapted from DESK):
  - Are you under the age of 18?
  - Over the age of 60?
  - Do you have any health condition rendering you immunocompromised?
  - In the past 14 days, have you been outside of CT?
  - Do you have any reason to expect recent exposure to COVID-19; for example, have you been in close contact with someone who was later diagnosed, or have you been notified of a public health official of possible exposure?
  - Right now, do you have a fever, a cough or shortness of breath?