

## Volunteering at Washington National Cathedral

Washington National Cathedral is a church for national purposes called to embody God's love and to welcome people of all faiths and perspectives. A unique blend of the spiritual and the civic, this Episcopal Cathedral is a voice for generous-spirited Christianity and a catalyst for reconciliation and interfaith dialogue to promote respect and understanding. We invite all people to share in our commitment to create a more hopeful and just world.

Volunteers are indispensable members of the Cathedral family. Beginning with the leaders and supporters who first envisioned the Cathedral, to the people who raised funds, to the craftsmen who donated their time to build and shape the building, to the individuals who support the Cathedral and its visitors today, volunteers are the life and heart of this magnificent place. Through their interest, support, and service, they are part of the vital network of people who enable the Cathedral to accomplish its program of ministry and outreach.

You can make a difference at the Cathedral, in the Washington community, and in your own life by becoming a Cathedral volunteer. There are many types of opportunities and schedules available. We express our appreciation by offering reserved seating at special worship services, special enrichment programs, a discount in Cathedral shops, and an opportunity for fellowship with other members of the Cathedral family.

### Summary of volunteer opportunities:

#### *Worship*

**20s & 30s Group:** Help expand and grow our 20s/30s ministry by planning events, community service activities, and theological discussions.

**Altar Guild:** Arrange altar flowers. Attendance at flower arranging seminar is required, and weekly time commitment is also required.

**Bell Ringers:** Join the bell ringers and ring the ten English peal bells in the central tower on Sundays and for special occasions and festivals. Training will be provided.

**Cathedral Voices:** Join our volunteer choir and perform for our worship services and special events. Weekly rehearsals on Thursday nights; performances on Sundays 7:45 am – 10 am. Auditions required.

**Linen and Silver Guild:** Polish silver and brass or work with the Fabric Arts Team. The Guild meets every Saturday morning.

**Liturgical Fabrics Guild:** Preserve our fine altar cloths and garments with the help of our expert craftsmen and women. This group meets regularly but allows for more flexible schedules as well.

**Ushers:** Usher at Sunday services, special services, and concerts. A minimum of one Sunday per month is required. Some specialized training required.

### *Community Outreach*

**Cathedral Literacy Program:** Our literacy program provides instruction in basic literacy skills, such as reading, writing, speaking, and mathematics to children and adults. Volunteers also provide English as a Second Language (ESL) instruction is also provided to help improve understanding of both written and spoken English. Commitment is two hours a week; training is provided.

**Martha's Table:** The Cathedral partners with Martha's Table, a non-profit, tax-exempt organization dedicated to meeting the needs of low income children, families, and homeless individuals with meals, learning experiences and support services. On the morning of the third Sunday of each month, volunteer prepare and deliver sandwiches to the Cathedral or take the prepared food to Martha's Table. Volunteers may also distribute soup and sandwiches throughout the city on McKenna's Wagon, a mobile soup kitchen.

### *Horticulture*

**Gardens:** Weed, mulch, and prune in the Cathedral grounds under a gardener's supervision.

**Garden Tour Guides:** Give tours of the Cathedral gardens. Training includes twice-monthly walks on a Saturday and a Thursday, a training manual and walking on tours with a trained docent.

**Olmsted Woods:** Olmsted Woods. Survey plants, birds and help the paid horticulturists with gardening work.

**Tour and Tea:** All Hallows Guild volunteers serve tea in the tower one Tuesday or one Wednesday afternoon a month after a Cathedral tour.

### *Offices*

**Department of Development:** Assist with general office work, mailings, receptionist duties, research, and special projects of the Cathedral's national outreach.

**Communications & Marketing:** Work on clipping files, topical research, or catalog photographs (opportunities to take photographs).

**Programs:** Many of our programs need extra help in the offices. Basic computer skills are required.

**Worship Department:** Assist with office work and mailings.

### *Research*

**Archives:** Conduct historical research in relation to Cathedral and diocesan records, assist with filing and record keeping, and help to sort and inventory these records.

**Arts Information Program:** Research the various forms of Cathedral art, as well as biographies of those who helped to build the Cathedral and support its programs. Volunteers expand and maintain computerized databases by scanning images.

**Conservator's Office:** Assist with cataloguing, collections management, and research projects; occasional administrative work. (not currently accepting volunteers)

### *Shops*

**The Herb Cottage:** Wait on customers and work behind-the-scenes preparing merchandise, doing light stock work and assisting on special projects.

### *Special Events*

Serve as ushers or ticket-takers at musical events, lectures, or conferences held at the Cathedral. Participate at Flower Mart, open house, and other special Cathedral events.

### *Special Projects*

Occasional special projects require the assistance of volunteers for short or long-term commitments.

### *Spirituality*

**Cathedral Center for Prayer and Pilgrimage:** Provide a prayerful presence by welcoming visitors to the center.

**Cathedral Crossroads:** On the fourth Tuesday of each month, help seekers walk the Labyrinth or greet and guide visitors to the lecture program.

**The Community of Reconciliation:** The Community consists of Companions who shape lives of balance and reconciliation as they come alongside one another in prayer. Assist with set-up, refreshments, and hospitality for various weekly and monthly gatherings; serve as greeters, event registrars, and speaker assistants; help facilitate the virtual online Community of support; co-facilitate gatherings; and provide general office support.

**Pilgrimage Program:** Assist with programs for pilgrims visiting the Cathedral for a spiritual experience.

### *Visitor Programs*

**Docent:** Conduct guided tours and introduce the many facets of the Cathedral to families, school groups, and other visitors. Training provided.

**Information Desk/Visitor Volunteer:** Welcome visitors at the Cathedral's main entrances, the Visitors' Lounge, and the Pilgrim Observation Gallery.

**Summer Evenings Greeter:** Welcome visitors to the nave on Tuesday and Thursday evenings from June through August.



WASHINGTON

NATIONAL CATHEDRAL

# Cathedral Volunteer Information Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_

## Cathedral Volunteer Opportunities (check those areas of interest to you):

\_\_\_ **Worship**

- \_\_\_ 20s & 30s Group
- \_\_\_ Altar Guild
- \_\_\_ Bell Ringers
- \_\_\_ Cathedral Voices
- \_\_\_ Linen and Silver Guild
- \_\_\_ Liturgical Fabrics Guild
- \_\_\_ Usher

\_\_\_ **Community Outreach/ Urban Ministry**

- \_\_\_ Cathedral Literacy program
- \_\_\_ Church of the Epiphany – Street Church
- \_\_\_ Jubilee Jobs
- \_\_\_ Martha’s Table
- \_\_\_ Prison Ministry
- \_\_\_ Washington Interfaith Network

\_\_\_ **Horticulture**

- \_\_\_ Gardens/Grounds
- \_\_\_ All Hallows Guild Garden
- \_\_\_ Docent
- \_\_\_ Olmsted Woods
- \_\_\_ Tour and Tea

\_\_\_ **Offices**

- \_\_\_ Communications and Marketing
- \_\_\_ Development
- \_\_\_ Programs (various)
- \_\_\_ Worship

\_\_\_ **Research**

- \_\_\_ Archives
- \_\_\_ Art Information Program
- \_\_\_ Conservator’s Office

\_\_\_ **Shops – Herb Cottage**

\_\_\_ **Special Events**

\_\_\_ **Special Projects**

\_\_\_ **Spirituality**

- \_\_\_ Center for Prayer and Pilgrimage
- \_\_\_ Crossroads
- \_\_\_ Community of Reconciliation
- \_\_\_ Pilgrimage Program

\_\_\_ **Visitor Programs**

- \_\_\_ Docent
- \_\_\_ Information Desk
- \_\_\_ Summer Evenings Greeter

**Volunteer Information Continued**

**Professional Reference:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Personal Reference:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Emergency Contact:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_

**Telephone: (Day)** \_\_\_\_\_ **(Evening)** \_\_\_\_\_

**Are you willing to volunteer at the Cathedral for at least one year?** \_\_\_\_\_

**If no, please explain:** \_\_\_\_\_

**What days are you available to volunteer?** \_\_\_\_\_

**Other Volunteer Experience: (organization, position, dates)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Work Experience:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Skills:**

\_\_\_\_\_  
\_\_\_\_\_

**Foreign Languages Spoken:** \_\_\_\_\_ **Fluently? (yes/no)**

<p><b><u>For Office Use</u></b></p> <p><b>Interview Date:</b> _____</p> <p><b>Referred to:</b> _____</p> <p><b>Orientation:</b> _____</p> <p><b>Nametag:</b> _____</p> <p><b>Volunteer card:</b> _____</p> <p><b>Raisers Edge complete:</b> _____</p>
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Please fill out this form and return to:  
[volunteer@cathedral.org](mailto:volunteer@cathedral.org), fax to  
(202) 537-6121, or mail to  
Volunteer Coordinator  
Washington National Cathedral  
Massachusetts and  
Wisconsin Avenue, NW  
Washington, DC 20016