



Renewal

NEIGHBORHOOD MINISTRY

CHRISTMAS STORE 2026



Christmas Store site:

IPS School 105 (Charles Warren Fairbanks School)
8620 Monterey Road, Indianapolis, IN 46226



CHRISTMAS STORE SHOPPING DATES:

Friday, Dec. 18 and Saturday, Dec. 19



CHRISTMAS STORE PREP DATES:

Dec. 12 & Dec. 14-17



VOLUNTEER OPPORTUNITIES

We offer several volunteer roles that are best suited for middle school students and older. Volunteers register through the [SignUp Genius](#) platform, where they can sign up for one or multiple shifts, find overlapping times with friends, or switch shifts if needed. The platform also highlights roles for volunteers with basic Spanish skills. All volunteers receive reminders and detailed instructions so the day will go smoothly.

VOLUNTEER SIGN UP LINK



Sign up for one or multiple shifts



Roles available for Spanish speakers



Reminders and detailed instructions



CHRISTMAS STORE TIMELINE



SET UP (PREP WEEK)

- Saturday, Dec. 12 (9-noon)
 - Obtain boxes from all storage areas and deliver to site
- Monday, Dec. 14 - Thursday, Dec. 17 (6 - 8:30 pm)
 - Shopping area set up
 - Gift tables organization



SHOPPING DAY: FRIDAY, DECEMBER 18

- Cookie bakers drop off items at site: 12-5 pm
- Volunteer role shift time: 5:30 - 8:30 pm
- Clean up crew for store reset: 8 - 9 pm



SHOPPING DAY: SATURDAY, DECEMBER 19

- Volunteer role shifts between 9:30 a.m. and 6:00 p.m., with four rounds lasting about 2-2.5 hours each.
- Volunteers may sign up for multiple shifts.
- Clean up crew: 5 - 8 pm



VOLUNTEER ROLES & RESPONSIBILITIES



ROLE	ROLE DESCRIPTION	SPANISH SPEAKING ROLE?	VOLUNTEERS NEEDED PER SHIFT
Sleigh Squad & Set up/Clean up Crews	Sleigh squad- move inventory from storage to site Set up & Clean up crews- prep and clean store site	No	12
Cookie Baker	Bake 3 dozen cookies and deliver to site (guests enjoy these while waiting for gifts to be wrapped)	No	20 bakers (each making 3 dozen)
Parking Lot Attendant	Guide drivers to an appropriate parking spot, greet guests and direct to registration area	Yes	3 (at least 1 Spanish speaker)
Registration Crew	Check-in guests, ensure correct contact information and direct to the shopping area	No	3
Bag & Tag Team	Assemble shopping bags and tags	No	4
Personal Shopper	Escort guest through the store, assist with gift limitation rules and carry shopping bags	Yes	18 (at least 5 Spanish speakers)
"Elf" (Restock toys)	Restock toys and other gift items as needed	No	3
"Reindeer" (Gift Delivery)	Deliver unwrapped gifts to the wrapping area. After gifts are wrapped, deliver them to the guest's car	No	10
"Shepherd" (Prayer & Hospitality)	Be the light of Jesus in our hospitality and prayer room. While guests are waiting for their gifts to be wrapped, Shepherds will offer 1:1 conversation and optional prayer.	Yes	6 (at least 2 Spanish speakers)
Gift Wrappers	Wrap gifts that are selected by the guest	No	20



Your time & heart make a difference.



THANK YOU FOR VOLUNTEERING!

