



# Bibles for Missions **THRIFT STORES**

BFM FOUNDATION CANADA

*The power of purpose, driven by volunteers*



# Volunteer GUIDEBOOK





**“We always thank God**  
for all of you, mentioning you in our  
prayers. We continually remember  
before our God and Father

*your work produced by faith,  
your labour prompted by love,  
and your endurance inspired by hope*

**in our Lord Jesus Christ.”**

1 THESSALONIANS 1:2-3

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## INTRODUCTION and WELCOME

Welcome to the Bibles for Missions' family. The BfM Foundation (Canada) was founded by volunteers. Volunteers, now approximately 3,000 strong, are the reason why we continue to expand and grow. Thank you for considering being a volunteer with our organization.

God calls each one of us to befriend and be the voice of the poor and oppressed. The BfM family opens the door to minister to the needs of the people in our communities and around the world in partnership with The Bible League of Canada (TBLC). In cooperation with partners on the frontlines, TBLC supplies committed Christians with the Scripture tools and training needed to effectively spread the Good News. A few of the many programs that TBLC strives to provide are: church planter training, adult Bible-based literacy programs, Children's ministry, Bible courier ministry, and prison ministry and much more.

Thank you for answering God's call and considering making a difference with BfM. This guidebook provides you with a better understanding of your role as a volunteer within our organization. If you have any questions, please contact us. Contact information is available at the end of this booklet.

We pray that God will use you to be an instrument in His Hand to spread the Word of God to all nations. Volunteers do make all the difference!

## MISSION and VISION

Bibles for Missions Foundation (Canada) currently operates thrift stores across Canada. All of our stores are committed to living up to our Mission and Vision.

## MISSION STATEMENT

Serving to place the Word of God worldwide in partnership with The Bible League of Canada.

## VISION STATEMENT

BfM Foundation (Canada) is a voluntary non-denominational Christian Organization operating thrift stores across Canada. Our purpose is to generate income for The Bible League of Canada and the work of Bible placement, while serving people locally with dignity and respect by demonstrating the love of Christ. We believe the Bible is the infallible Word of the Triune God.

## OUR COMMITMENT to YOU

- ▶ To be passionate in pursuit of a quality Christian work environment in all of our stores.
- ▶ To inspire individual and collective contribution.
- ▶ To be focused on outcomes, open to new ideas and innovation.
- ▶ To embrace new individuals as team members and family members.
- ▶ To be accountable to our Mission and Vision Statements.

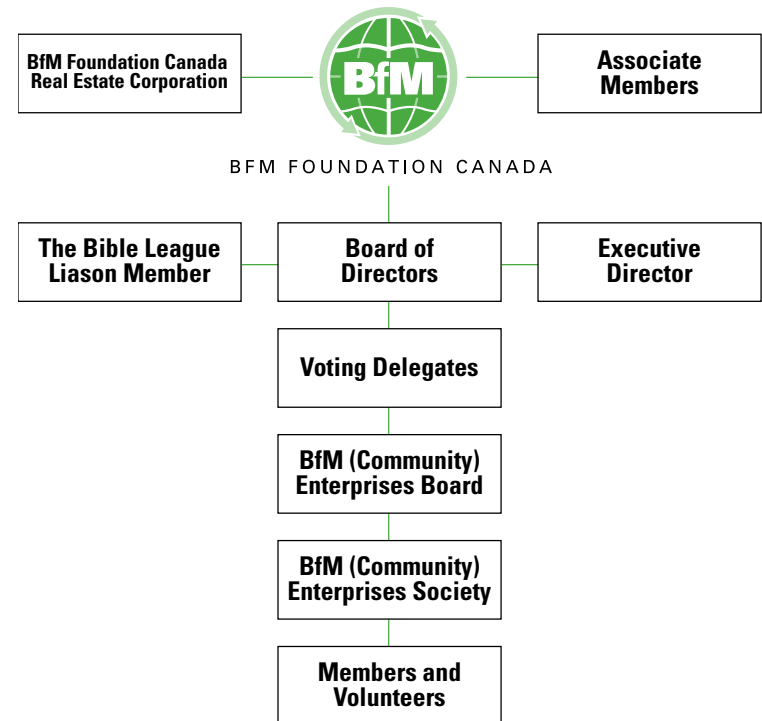
## HISTORY and FUTURE

In 1988 two gentlemen joined a mission trip to India sponsored by The Bible League of Canada. Before the trip began, they were asked to consider this question: 'How can I be an instrument in God's hand to help the people in India?'

Once in India, they quickly began to see the people's need for God's Word. This need made them think about the question they were asked before they left. When they returned home, they took action and began building homes and selling them for profit, which they donated to the Bible League. They also established thrift stores which joined many Christians in prayer and service. In May of 1989 the first thrift store opened in Chilliwack B.C. Today BfM's family has grown to more than 35 stores across Canada, and it has a new strategic plan in place that calls for an additional 30 stores to be added by 2012. Since inception, the BfM Foundation (Canada) has donated over \$27 million to its partner, The Bible League of Canada. Although many things have changed, the primary goal remains the same: for Christians to operate a thrift store and dedicate all proceeds to the ministry work of The Bible League of Canada.



## ORGANIZATIONAL STRUCTURE



BfM Foundation (Canada) oversees the operations of the individual societies. The Board of Directors are elected to make decisions on behalf of the Foundation. Each local society appoints two members to the Foundation, who elect the Board of Directors that oversees this Foundation. The BfM societies are separate corporations which operate each store society. Local members and volunteers elect the directors who oversee the operation of each BfM society.

All BfM societies are set up as not-for-profit organizations (NPO). All profits from each store are sent directly to the BfM

Foundation (Canada) who in turn sends the money to their partner, The Bible League of Canada. Each society is run by the Bylaws set by the Foundation.

The Bible League of Canada uses 100% of the funds received to perform ministry throughout the world. To learn more about The Bible League of Canada and what their mission and vision is, please visit their website at [www.bibleleague.ca](http://www.bibleleague.ca).

## **PARTNERSHIPS** and **COMMUNITY**

All BfM Thrift Stores are encouraged to be a part of their communities. Many of our stores work hand in hand with crisis centres, employment centres, community clubs, community services, social services, hostels etc.

We are called to be good stewards of everything we are given. We strive to recycle 100% of the goods we receive. Everything that comes into the store is either recycled or donated to other causes and services. Our stores are very creative in keeping as much out of the landfill as possible. We like to use the phrase, "Going green to spread the gospel."

## **RECRUITMENT, RETENTION** and **REWARD**

Volunteering is a very important, healthy way to contribute to your own well-being as well as society's. We have all heard the phrase, "It is better to give than to receive." Volunteering is a two way street because you give and you receive. Most volunteers will tell you that they enjoy getting out of the

house and helping. Some of the benefits that come along with being a volunteer are: better health through activity, gaining new skills, social interaction and expanding your network of friends and most of all having fun while making a difference.

The BfM's goal is to create a safe, healthy environment that would be appealing to volunteers, a place where it's fun to come and give of your time. Some of our volunteers come for an hour, others for a day, and still others for days on end; it's totally up to you how much time you give.

The BfM also encourages that each store opens the day in prayer and devotion, which helps build a sense of community.

Most of our volunteers agree that the decision they made was very rewarding and continue to work in our stores.

So if you want to give and receive, consider lending a hand at one of our stores today.

## **TRAINING, ORIENTATION** and **EVALUATION**

Once you decide that you would like to become a volunteer, you will be given a volunteer application form to fill out. Please do not feel intimidated by this, as it helps each store to collect the information it needs and allows for them to help you fit into one of the many areas of need. Once the store has agreed where you might fit, they will spend some time reviewing the store's policies and procedures. Once you



have an understanding of how the store operates, you will be trained for the area you feel the most comfortable in. The BfM Foundation (Canada) encourages each store to perform periodical evaluations to allow the store and the volunteer to assess their progress and growth. This is also an important time for our volunteers to voice ways to improve the overall operation of the store.

## VOLUNTEER SUCCESSION

It's extremely important to our organization that we continually look for new volunteers for our stores. All of our stores are encouraged to go out and tell the stories of BfM Foundation (Canada) and The Bible League of Canada in their community.

If you would like a BfM representative to come out and make a presentation, please contact one of the store managers or ask a volunteer. There is no better way to find new volunteers than to go out and invite them into the store to see first-hand what we are accomplishing. Our staff and volunteers will be very open to answering any questions you have. A personal invitation is the best way for us to portray the culture and work of the BfM Foundation (Canada).

## ROLES and RESPONSIBILITIES

The great thing about volunteering at one of our stores is that there is a plethora of jobs and roles. Here is a listing of the more popular ones:

1. Board director
2. Volunteer Co-ordinator
3. Sorting and recycling
4. Tagging
5. Display
6. Delivery and pickup
7. Furniture repair and refinishing
8. Small appliance and electrical repair
9. Computer repair
10. Cashiering
11. Customer assistance
12. Stocking and Hanging
13. Book Sorting and stocking
14. Public Relations

All of these areas can be very rewarding and are important to the overall health and well-being of our stores. We encourage volunteers of all ages, both men and women, to find areas that suit their skill sets and interests to help make a difference that is felt across the world.



## STORE DIRECTORY

### ONTARIO

**BFM (Barrie)  
Enterprises Society**  
221 Cundles Rd. E. Unit #6  
Barrie, ON L4M 6L5  
705-797-1587

**BFM (Beamsville)  
Enterprises Society**  
P.O. Box 522 | 4973 King Street  
Beamsville, ON L0R 1B0  
905-563-6905

**BFM (Brampton)  
Enterprises Society**  
24 Nelson Street East  
Brampton, ON L6V 1C9  
905-450-3522

**BFM (Brantford)  
Enterprises Society**  
393 St. Paul Avenue  
Brantford, ON N3R 4N6  
519-750-5741

**BFM (Burlington)  
Enterprises Society**  
2421 New Street  
Burlington, ON L7R 1K1  
905-631-1199

**BFM (Chatham)  
Enterprises Society**  
26 Wellington Street  
Chatham, ON N7M 3N7  
519-351-3817

**BFM (Clarkson)  
Enterprises Society**  
26-2425 Truscott Drive  
Mississauga, ON L5J 2B4  
905-822-3390

**BFM (Dundas)  
Enterprises Society**  
116 King Street, W.  
Dundas, ON L9H 1V2  
905-627-2412

**BFM (Guelph)  
Enterprises Society**  
228 Victoria Road, S.  
Guelph, ON N1E 5R1  
519-821-2498

**BFM (Hamilton)  
Enterprises Society**  
500 Upper Wellington Street  
Hamilton, ON L9C 4V7  
905-383-0004

**BFM (Kitchener)  
Enterprises Society**  
3-200 Highland Rd West  
Kitchener, ON N2M 3C2  
519-578-3860

**BFM (Oshawa)  
Enterprises Society**  
1251 Simcoe Street, N  
Oshawa, ON L1G 4X1  
905-720-2430

**BFM (Sarnia) Enterprises  
Society**  
#7, 110 East Street, N  
Sarnia, ON N7T 6X2  
519-337-1614

**BFM (St. Catharines)  
Enterprises Society**  
118 Lake Street  
St. Catharines, ON L2R 5Y1  
905-704-0422

**BFM (St. Thomas)  
Enterprises Society**  
7 First Avenue  
St. Thomas, ON N5R 4M3  
519-633-7300

**BFM (Trenton)  
Enterprises Society**  
45 Front Street  
Trenton, ON K8V 4N3  
613-394-2464

**BFM (Windsor)  
Enterprises Society**  
375 Giles Blvd E  
Windsor, ON N9A 4C5  
519-250-9628

**BFM (Woodstock)  
Enterprises Society**  
520 Dundas Street  
Woodstock, ON N4S 1C5  
519-539-2118

### BRITISH COLUMBIA

**BFM (Chilliwack I)  
Enterprises Society**  
45790 Luckakuck Way  
Chilliwack, B.C. V2R 4E8  
604-858-9444

**BFM (Chilliwack II)  
Enterprises Society**  
9280 Nowell Street  
Chilliwack, B.C. V2P 4V7  
604-793-1996

**BFM (Duncan)  
Enterprises Society**  
#7, 5845 Trans Canada Highway  
Duncan, B.C. V9L 3R9  
250-746-7462

**BFM (Kelowna)  
Enterprises Society**  
121-1889 Springfield Road  
Kelowna, B.C. V1Y 5V5  
250-860-4791

**BFM (Langley)  
Enterprises Society**  
5785-200th Street  
Langley, B.C. V3A 1M7  
604-533-3995

**BFM (Prince George)  
Enterprises Society**  
1210-3rd Avenue  
Prince George, B.C. V2L 3E7  
250-564-3345

**BFM (Ridge Meadows)  
Enterprises Society**  
22535 Loughheed Highway  
Maple Ridge, B.C. V2X 2V2  
604-463-1595

**BFM (Victoria)  
Enterprises Society**  
2520 Government Street  
Victoria, B.C. V8T 4P7  
250-361-9398

## MANITOBA

**BFM (Winnipeg) Enterprises  
Society**  
919 McLeod Avenue  
Winnipeg, MB R2G 0Y4  
204-667-5329

## ALBERTA

**BFM (Calgary)  
Enterprises Society**  
3423-26th Avenue, S.W.  
Calgary, AB T3E 0N3  
403-246-7298

**BFM (Edmonton)  
Enterprises Society**  
15222 Stony Plain Road  
Edmonton, AB T5P 3Y5  
780-489-6958

**BFM (Lethbridge)  
Enterprises Society**  
1004-1st Avenue, S  
Lethbridge, AB T1J 0B1  
403-327-3199

**BFM (Ponoka)  
Enterprises Society**  
5006 50th St. Box 4517  
Ponoka AB T1J 1S1  
403-790-0012

**BFM (Red Deer)  
Enterprises Society**  
4721 Gaetz Avenue  
Red Deer, AB T4N 4A2  
403-340-2522

## OPENING SOON

**BFM (Bowmanville)  
Enterprises Society Ontario**

**BFM (Fredericton)  
Enterprises Society  
New Brunswick**

**BFM (Georgetown)  
Enterprises Society Ontario**

**BFM (Kingston)  
Enterprises Society Ontario**

**BFM (Ottawa)  
Enterprises Society Ontario**

**BFM (Whitehorse)  
Enterprises Society Yukon**

*Please visit our website for  
up-to-date store contact  
information:*

[www.bfmthriftstores.ca](http://www.bfmthriftstores.ca)

## VOLUNTEER PROCESS

We are committed to making this volunteering process easy and enjoyable. Listed below is the process of what you can expect when you sign on to volunteer at one of our stores.

1. An application and reference form need to be completed and reviewed by the volunteer co-ordinator.
2. An initial interview with the volunteer co-ordinator will take place.
3. Volunteer placement will be made in an area of expressed interest, suitability and availability.
4. As a volunteer you will attend an orientation process.
5. As a volunteer you will review the store's policy and procedures manual.
6. Congratulations, welcome, and thank you for becoming a member of the BfM family. May God bless you in the work that you will be doing!

Please fill out the attached application form and return it to one of our stores volunteer co-ordinators for an interview.



## TESTIMONIALS

"Some days when we feel discouraged, we should remember that God is working through us in ways that we don't even know."

"My confidence has grown tremendously since I have become a Volunteer."

Please view our Promotional  
Volunteer DVD online at:  
[www.bfmthriftstores.ca](http://www.bfmthriftstores.ca)



**BFM Foundation (Canada)**

201-7491 Vedder Road | Chilliwack, B.C. V2R 4E7

Tel: 604-858-4990

Toll Free: 866-545-4990

Fax: 604-858-4334

[stores@bfmthriftstores.ca](mailto:stores@bfmthriftstores.ca)

[www.bfmthriftstores.ca](http://www.bfmthriftstores.ca)

