



HOW TO START A JUSTSERVE SERVICE CLUB

GENERAL/COMMUNITY/WORKPLACE VERSION

A JustServe Service Club is a group of individuals who come together to meet real needs in their community through meaningful service. These clubs may be formed within workplaces, community organizations, neighborhoods, or as independent groups.

1

COMPLETE REQUIREMENTS



If your club is part of an organization, review and complete any required approvals, guidelines, or safety considerations.

2

REGISTER YOUR CLUB



Register at [JustServe.org/clubregistration](https://www.JustServe.org/clubregistration) to access resources, service opportunities, and connections. Clubs register annually.

3

BUILD YOUR FOUNDATION



Identify a leader or small leadership team, [create simple bylaws](#), and review JustServe guidelines to align with its mission and values.

4

INVITE & ORGANIZE MEMBERS



Invite others to participate using existing communication channels and personal outreach. Establish simple roles, and determine how your club will communicate and make decisions.

5

PLAN MEANINGFUL SERVICE



Choose service opportunities that fit your group's interests and abilities. Use [JustServe.org](https://www.JustServe.org) or identify needs within your community.

6

SCHEDULE & SERVE



Set a cadence that works for your group, whether monthly, quarterly, or project-based. Start simple, serve consistently, and build over time.

SERVICE STANDARDS



Follow the [JustServe Style Guide](#).



Create an inclusive environment. All individuals should feel respected, valued, and welcome.



Focus on meaningful community service. Support nonprofits, community, faith-based, and governmental organizations.



No political, advocacy, or for-profit focus. JustServe activities should not be politically focused, advocacy-driven, or promote for-profit business interests.

OPERATIONS & GUIDELINES



Financial Activities Must Be Handled Independently. JustServe does not collect, manage, or distribute funds. If a club chooses to handle funds to support service efforts, those activities must be conducted independently, clearly outlined in the club's bylaws, and comply with applicable guidelines and regulations.



Clubs Operate Independently. JustServe Service Clubs are independent groups and are responsible for their own decisions, communications, meetings, and activities. Use of the JustServe name does not imply oversight or management by JustServe.



Liability and Responsibility. JustServe does not provide insurance coverage and assumes no liability for club activities. Clubs are responsible for ensuring that their activities are safe and appropriate for participants.

