

Brief description of some Volunteer Opportunities – Fall 2009

If you have any questions, you may write them on this form or contact the PTA by email at millard_pres@yahoo.com or NanettePTA@aol.com Concerned or uncertain about what would be expected of you if you volunteered? Don't be!! Volunteer Coordinator, Nanette Hamilton or any Board Member would be happy to give you guidance or help you with any questions or uncertainties about what each volunteer opportunity (job) is all about.

Volunteer Coordination

Work with Volunteer Coordinator to encourage other parent involvement, communicate with other volunteers, promote programs, count volunteer hours, etc.

Fall Fundraiser – October 1 to October 23

Need volunteers to help with receiving and counting funds on campus and for organization and distribution of prizes

Help School Nurse with Vision & Hearing Testing – October 26

Several parent volunteers needed to assist children to and from classrooms for testing; assist nurse and organize students.

Picture Day – Fall – October 6 and Make-Up Day November 17. Spring – March 17

Several parent volunteers needed to supervise children in line for photographers and to help with last minute grooming.

Room Parent

Coordinate parties at the request of the teacher (limited # of party hours per school year) communicate with parents, and to be point of contact for PTA to provide information. Attend monthly PTA meetings if available.

Classroom Helper

Assist teachers as needed.

Supplier

Donate or get donations of party supplies or classroom supplies as requested by teacher or Room Parent.

Reflections (National Cultural & Arts Program) – beginning in September

Need several volunteers to help organize and promote program. Create incentives and awareness. Organize submissions.

Yearbook Committee

Need photographers through the year and people to help with layout, communication with vendor, distribution and sales.

Red Ribbon Week (National Drug Awareness Program) – October 23 to October 30

Need volunteers to assist with promotion and activities.

Make-A-Difference Day – October 24

Need volunteers to organize and prepare for projects on campus that will “make a difference” for our school. On day of event we will need lots of volunteers, including students, to work on various projects around campus.

Pumpkin Patch – October 27

Need volunteers to help children with selection throughout the day.

Pumpkin Decorating Contest – October 30

Need volunteers to assist with promotion, display set up, judging, and awards.

Fall Carnival – October 30

Chairpersons needed for Game Booth Volunteer Coordination, Ticket Sales and Prizes. Need many volunteers to prepare games in advance, to set up on day of event, to work shifts at game booths, and to help clean up.

December Craft Night – December 4

Need volunteers to do any of the following: identify and purchase appropriate craft projects, promote and set up the event, assist children with assembly of crafts and clean up afterward. SANTA CLAUS volunteer wanted!

Staff Appreciation Week (May 2010) and Optional Staff Appreciation Lunches (Monthly or Quarterly)

Monthly lunches – need volunteers to coordinate staff lunch (organized by different grade level each month). Need Coordinator for Staff Appreciation Week – guidance is available to help plan and coordinate event.

Family Fun Nights/Social Events

Volunteers needed to help organize, promote, setup, and cleanup PTA sponsored family events (aprox. 2 events during school year, traditionally in winter and end of school year). In 2008 we held the Hot Cocoa Social and End-of-the-Year Social. Both events were well received and anyone who volunteers can get guidance and assistance.

Movie Nights – Fall and Spring

Need volunteer(s) to solicit and coordinate beverage donations, volunteer(s) to assist with concession sales, volunteer to greet movie goers at the door and distribute drawing tickets