

Example Of Private Elementary School Volunteer Jobs: The Willows School

Description

Here is the list of The Willows School volunteer activities any parent can sign up for. As you can see, thereâ€™s lots to do at my kids school and at most private elementary schools. This isnâ€™t even all of the volunteer positions that need to be filled (committee co-chairs, room parent and other leadership positions are generally offered to parents who have volunteered in one or more of the positions below first).

Hint: When you are writing your applications, look at the schoolâ€™s events and volunteer activities to see if your skills or interests match their needs. If so, mention it in your application!! Iâ€™ve worked on the Book Fair, Co-Chaired the Auction, Served as Class Captain for the annual giving campaign and more. Everything Iâ€™ve done has been based on my interests and skills.

Most popular: #5 (Book Fair), #7 (Gardening), #8 (Hot Lunch)

Least Popular: #10 Lost and Found, #3 Auction Solicitation

1. AUCTION: Assist the Auction Co-Chairs in planning, organizing, and publicizing the Annual Auction and Party. (This is the biggest parent-run fundraiser of the year, so please join in the fun, thereâ€™s lots to do.)
2. AUCTION CATALOGUE CREATION: Help with writing, designing and formatting the catalogue entries for silent and live auctions
3. AUCTION ITEM SOLICITATION: Join the team in procuring fabulous auction items and sponsorships.
4. AUCTION ITEM MANAGEMENT: Database input and management of auction items.
5. BOOK FAIR: Help plan and organize the Fall Book Fair Celebration.
6. CULTURAL PROGRAMS: Help committee to promote a greater understanding of the history and diversity of cultures and people.
7. GARDENING: Garden with your childâ€™s grade (DK through 2nd) in the learning garden on a semi-regular basis
8. HOT LUNCH: Assist the Hot Lunch program Co-Chairs. Act as a â€œleadâ€• hot lunch server. â€œLeadâ€• servers are asked to commit to overseeing the serving of hot lunch one day, every other week throughout the school year. (Hours are from 11:30 am â€“ 1 pm).
9. LIBRARY: Work with the Librarian and the Library Co-Chairs to assist in maintenance of the school library, Birthday Book Program and special projects. (Must commit to involvement in Book Fair and end-of-year inventory.)

10. LOST & FOUND: Help keep lost and found organized. Sort and deliver items with names to classrooms. Volunteers are asked to commit approximately one hour every other week.
11. PACIFIC PARK PIER EVENT: Help plan and organize the spring family event.
12. POSTER/SIGNAGE COMMITTEE (A): Looking for Graphic Designers to create posters/signage and invitations for school events. Knowledge of Photoshop and other design programs required.
13. POSTER/SIGNAGE COMMITTEE (B): If you are not a graphic designer, you can volunteers to print posters/signage on our large format printer, and then mount for use at school and special events. We will train on printer. Some knowledge of Photoshop required.
14. SCHOOL PHOTO COORDINATION: Work with co-chair to coordinate activities between photographer, yearbook staff, teachers, administration and parents. Coordinate scheduling for portraits, all school photo and class photos. Organize parent volunteers for photo shoots.
15. T-Shirt Sales. Assist in the organization, sales and delivery of Willows T-shirts, both regular and event (Book Fair and Pier Party) throughout the year.
16. VIDEOGRAPHY: Video various school activities and daytime/evening events as coordinated by Willows staff. Supply Communication/Media with footage we will share on our website and use in school video productions. Responsible for downloading footage to our Willows Yearbook server. Willows will supply a digital camcorder that can be checked out for use at the school. Download is easy with a DV memory card. It's important to have some computer knowledge for downloading to a Macintosh.
17. YEARBOOK: Assist in the planning, assembly and production of the annual Willows yearbook.

Category

1. Beyond The Brochure

Tags

1. popular volunteers jobs at private school

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