

Valley View Elementary PTA

VOLUNTEER OPPORTUNITIES



Valley View culture has a long history of parental involvement. You can participate even if you cannot come to meetings or be on campus during the day. We want everyone to feel they are part of our Valley View community. Whether you have 30 minutes or a couple of hours, your ideas, your time, and your talents are truly needed. By volunteering, you will get to enjoy interacting with the kids, become friends with other parents, and truly make a difference. We promise that the time you give to the PTA and the school will be worth your while—and fun!

Name: _____ Phone: _____

Email: _____ Child(s) Name/Rm: _____

Please turn this form in to the office.

Yes! I am interested in becoming part of the Valley View community! I'd like to volunteer for: *(check as many as you like)*

- ☐ Campus Beautification/Gardens
- ☐ After-School Snack Sales
- ☐ Safety and Drop-Off Valet
- ☐ Membership
- ☐ School Spirit Wear
- ☐ Fundraising
- ☐ Grant Writing & Corporate Sponsorship
- ☐ Public Relations & Community Outreach
- ☐ Hospitality
- ☐ Website and Newsletter Writing
- ☐ Recycling
- ☐ Event Photography/Videography

EVENTS

- ☐ Pajama-Rama
- ☐ Book Fair
- ☐ Fall Festival
- ☐ Calendar Sales and Sponsorship
- ☐ Children's Art Display and Sale
- ☐ Move-a-thon
- ☐ Spring Fling Festival
- ☐ Talent Show
- ☐ Staff Appreciation
- ☐ Silent Auction
- ☐ Big Sunday

I've got talents and skills to enhance our community. Call me for:

(check as many as you like)

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> Face painting |
| <input type="checkbox"/> Sound | <input type="checkbox"/> Event Entertainer |
| <input type="checkbox"/> Lighting | <input type="checkbox"/> Baking and/or Cooking |
| <input type="checkbox"/> Sewing | <input type="checkbox"/> Food service |
| <input type="checkbox"/> Landscaping | <input type="checkbox"/> Accounting |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Graphic design |
| <input type="checkbox"/> Videography | <input type="checkbox"/> Sign-making |

- ☐ Printing (Flyers, Signs, etc.)
- ☐ Writing
- ☐ Music writing
- ☐ Music performing

☐ _____

☐ _____

☐ _____

Call me to volunteer at school. ☐ I can't help school hours, but call me to do projects from home. ☐

I own a business or have a contact at a business that may provide donations for a classroom or school event. ☐

Comments: _____

COMMITTEE DESCRIPTIONS

Campus Beautification & Garden Committee (Year-round committee): Coordinate the beautification and maintenance of the PTA garden and our campus as a whole.

After-School Snack Sales (Standing Committee): Selling snacks to the children after school each day and helping to purchasing those snacks in bulk.

Safety and Drop-Off Valet Service (Standing Committee): Assist with daily operation of morning drop-off program and other safety issues throughout the year.

Membership Committee (Standing committee): Help build school spirit. Collect membership envelopes and record information in a spreadsheet. Create and distribute membership cards.

School Spirit Wear Committee (Standing committee): Helps coordinate spirit wear creation, sales and distribution, assists with table sales for spirit wear at key times throughout the year.

Fundraising Committee (Year-round committee): Assist with fund-raisers throughout the year such as calendar sales, event fundraisers, art sales, raffles, car washes and box tops.

Grant Writing and Corporate Sponsorship (Year-round committee): Identify opportunities for our school to apply for funding such things as fieldtrips, technology, arts, and science. Gather data and submit applications. Foster relationships with businesses in our area for sponsorship, discount incentive and donations to silent auction.

Hospitality Committee (Standing Committee): Provides refreshments for meetings, etc. Help coordinate social events to give our incoming families a warm welcome. Be paired with incoming families throughout the year as part of our Parent Mentorship program.

Public Relations & Community Outreach: Submit information to various news outlets. Distribute calendars and fliers to our neighbors. Inform and invite vendors and community members via fliers to attend our event.

Website and Newsletter Writing: Help design pages, gather content, implement new ideas (copy writing and computer skills needed).

Recycling: Help educate families about recycling, organize events around recycling and work with the ongoing program at the school.

Photography: Come to school events, take pictures and upload pictures to a secure website.

EVENTS DESCRIPTIONS

Pajama-Rama: Kick-off event of the year! An evening event where everyone comes to school in their jammies for animated readings of children's books, topped with hot cocoa and cookies. We need help with food sales before the event as well as coordination of the event itself. This event begins the book fair.

Book Fair: Assist with organizing books for sale, help children choose appropriate books, collect and distribute information about events.

Fall Festival: On-campus festival in the Fall.

Calendar Sales and Sponsorship: Coordinate the creation of the children's art calendars for sale as one of our biggest fundraisers of the year.

Children's Art Display and Sale: Coordinate with teachers to acquire unique art projects from each class, display and arrange art or organize the sale in conjunction with Winter and Spring Concerts.

Move-a-thon: Last year known as the Victory Lap, this health-conscious fundraising event is set up like a jog-a-thon with a wacky obstacle course touch. Volunteers are needed for every aspect of set-up and activity organization.

Spring Fling Festival: Our big off-campus festival in the Spring! Volunteers needed for steering committees working on Entertainment (stage performance organization), Games & Booths, Tickets, Food, PR and community outreach, Signage (flyers, signs for booths), etc.

Talent Show: Coordinate talent in auditions and rehearsals. Organize green-room activities, talent and crowd coordination on performance day.

Staff Appreciation: Help coordinate Staff Appreciation lunch in the spring and other events honoring staff.

Silent Auction: Solicit donations, create baskets, organize the bidding, and manage the auction.

Big Sunday: Help coordinate projects to maintain and beautify our campus, organize teams of VVE and outside volunteers and provide refreshments on project day.