

# Description of Volunteer Opportunities

## **Fund-raising Committee**

This committee has at least four parents who will work with a chairperson to decide upon fundraiser projects for the school year and implement them.

*Time commitment:* To be determined by committee.

## **Classroom Coordinators Committee**

This committee is made up of one parent from each class who is responsible for contacting the other parents in the class to remind them of upcoming events or to communicate information when needed. This will be done by phone and approved emails. The classroom coordinators will also assist the teacher and recruits other parents to help with special days or projects.

*Time commitment:* This will vary from 15 to 30 minutes a month, depending on how much help the teachers would like from you.

## **Baby Watch Committee**

This committee is made up of 30 to 40 parents who can assist before or after school with watching children in cars parked in the Baby Watch Spot, for parents who are dropping off or picking up children.

*Time commitment:* Twenty minutes, once a week, for a two-month shift. Shifts will run once in the Fall and once in the Spring. You may also sign up to be a back-up when others are out.

## **Office Volunteer Committee**

This committee helps with phone calls in the office on special events for the school (i.e. vision/hearing screening, picture day, etc).

*Time commitment:* 2 ½ hour 3 times per year.

## **Thanksgiving Celebration Planning Committee**

This committee is made up of 8 to 10 people who will work with the chairpersons to plan and decorate for the event. They will also draft and send out an invitation to all school families. The event is scheduled for the second Friday in November.

*Time commitment:* The group will meet 2 to 3 times to plan and divide responsibilities. The night before the event and the day of the event you will spend 2-3 hours setting up and cleaning up.

## **Emergency Preparedness**

This committee works with a chairperson to research and present recommendations for ways *A Children's Village* can be prepared for a time when an emergency might make it necessary for the school to be shelter for our children. The recommendations will be presented to the Director, a committee of teachers, and the Weekday Early Education Committee of WUBC. This committee will help communicate and implement the procedure after they are approved.

*Time commitment:* To be determined by the committee.

### **Scrapbook Committee**

This committee will be one or two parents from each class who will work individually during May and June to put together 3-5 scrapbook pages for their child's class (with parents and pages provided). Binding each class' pages makes the school scrapbook.

*Time commitment:* The time varies with experience of scrap booker and number of days the class meets.

### **Secret Angel Project**

This project helps to train our little ones to help others in need in Jesus' name at Christmas time. This group will locate persons or families with special needs and notify the parents in the school of those needs. They will give opportunities for families to choose a name and buy a gift for them.

*Time commitment:* 2-3 hours in November to meet and coordinate the project. Other times will vary given the crisis needs throughout the year.

### **Prayer Committee**

This committee will be headed by a coordinator who will facilitate a group of volunteers to pray for the needs of your family in times of special need or circumstance. The coordinator will work along side our Director to provide a network of prayer support and activate a prayer chain composed of the committee members.

*Time commitment:* To be determined by the committee.

### **Teacher Appreciation Dinner**

This committee is made up of 10 to 12 parents who will work with the chairpersons to draft and send invitations to the ACV staff, decorate the day of the dinner, and hostess the event. They will also help coordinate food for the event. This event is scheduled early in May.

*Time commitment:* One or two meetings and several hours the day of the event.