



# Northwood Middle School PTA

## 2018-2019 Volunteer Opportunities

Please check all areas of interest. Select "General Volunteer" to receive Sign-up Genius information for "as needed" opportunities. Family members help build our team! Return this Form to Homeroom Teacher. Your time is appreciated!

VOLUNTEER INFORMATION – PLEASE PRINT			
<b>Parent(s) or Guardian</b>		<b>E-mail:</b>	
<b>Grandparents</b>		<b>E-mail:</b>	
<b>Student's Name:</b>		<b>Grade / Homeroom:</b>	
<b>Student's Name:</b>		<b>Grade / Homeroom:</b>	
VOLUNTEER OPPORTUNITIES			
<p><b>General Volunteer 'As Needed' – receive general info &amp; Sign-Up Genius requests</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> At School</li> <li><input type="checkbox"/> Sending in Items</li> </ul> <p><b>Volunteer Coordinator Committee</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Categorize the volunteer signup sheets for each committee representative</li> <li><input type="checkbox"/> Create/Maintain Sign-Up Genius &amp; other volunteer forms</li> </ul> <hr/> <p><b><u>MORNINGS BEFORE SCHOOL:</u></b></p> <p><b>School Store</b> (AM, morning shift before school)  <i>This is a great opportunity to drop off students in the morning and volunteer until 8:20 with another person. Get to know other volunteers, teachers, staff and students while raising money for the school.</i></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Sell items to students</b>            _____ <i>Weekly rotation morning (every Monday)</i>            _____ <i>Monthly rotation morning (1<sup>st</sup> &amp; 3<sup>rd</sup> Monday)</i></li> <li><input type="checkbox"/> <b>Dress Down Days Money Collection</b> (Once a month, before school with other volunteers)</li> </ul> <hr/> <p><b><u>LUNCH TIME / DAY:</u></b></p> <p><b>World's Finest Chocolate Fundraiser 8/28- 9/8</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assist with money collection/prizes during lunch shifts</li> <li><input type="checkbox"/> Collect Money, before or after school.</li> </ul> <p><b>Christmas Knights (LUNCH, Fundraiser for NW Families in need. Last week in November for one week during the lunch shifts (generally 10:30 -1:30)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assist with money collection/prizes during lunch shifts</li> <li><input type="checkbox"/> Collect Money, before or after school.</li> <li><input type="checkbox"/> Shop for gifts (PM, Evenings/Weekends)</li> <li><input type="checkbox"/> Penny Sabotage (count \$ during lunch shifts)</li> </ul>	<p><b>Hospitality / Teacher Appreciation Week (Every 9 weeks)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Donate Paper Products, Drinks, Food items, Gift Card Prizes</li> <li><input type="checkbox"/> Setup and/or serve Teacher Appreciation Meals</li> </ul> <p><b>Book Fair (Oct 1-5 and Spring TBD)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Help set up and take down for the book fair, set up volunteers, assist in selling to students. Sign-up Genius works great to schedule volunteers</li> <li><input type="checkbox"/> Volunteer during the bookfair</li> </ul> <p><b>Testing Monitors (AM/PM, During School)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Help monitor the halls during SC READY and/or PASS testing</li> </ul> <hr/> <p><b><u>AFTER SCHOOL:</u></b></p> <p><b>Dances (Sept, Dec, Feb. 3:30 until 5:00)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assist with admissions, refreshment table and activities</li> <li><input type="checkbox"/> Donate food items, canned drinks, project materials, gift cards</li> </ul> <p><b>Snow Cone Committee (Dates are flexible)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Set-up Serve and Sell Snow Cones</li> </ul> <hr/> <p><b><u>ANYTIME – WEEKENDS, EVENINGS etc.</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Businesses Sponsorships, Banners &amp; Donations (flexible)</b></li> <li><input type="checkbox"/> <b>Reflections – Have artistic entries judged &amp; award winners</b></li> <li><input type="checkbox"/> <b>PTA Membership – data entry &amp; membership information</b></li> <li><input type="checkbox"/> <b>Sign-up Genius Management for Volunteers</b></li> <li><input type="checkbox"/> <b>Volunteer Coordinator- (Early September) gathers volunteer forms and separates each category for the chairperson.</b></li> <li><input type="checkbox"/> Shop for Christmas Knights Gifts with money provided</li> <li><input type="checkbox"/> Monthly updates for PTA Meetings</li> <li><input type="checkbox"/> Administrative Assistance Forms and Data</li> </ul> <p><b>Beautification</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Work with a budget to improve &amp; maintain certain areas (Planters at school entrance, Veterans Memorial Area &amp; new ideas.</li> <li><input type="checkbox"/> Donate mulch, pine straw, flowers, plants, shrubs, trees</li> </ul>		

**THANK YOU!!!**

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