



## Volunteer Descriptions

### Room Parent Opportunities

#### **Room Parent**

Assists the classroom teacher with classroom celebrations, supervising the creation of the classroom project (as part of the Parent Night Out auction), may assist in field-trips, school-wide events, etc. Room parents attend regular meetings conducted by the Room Parent Coordinator (Marian Sullivan) and are highly encouraged to attend the monthly PC General Meetings. Fulfills 35 hours if completed.

### Volunteer Opportunities

#### **Book Fair/Fall - (Week: TBD)**

Volunteers are needed to assist with the set-up of the book fair, assist students during class trips to the book fair, provide hospitality for the days the book fair is open, assist with the family night, run the book fair each day, and clean up on the last day of the fair.

#### **Book Fair/Spring - (Week: TBD)**

Volunteers are needed to assist with the set-up of the book fair, assist students during class trips to the book fair, provide hospitality for the days the book fair is open, assist with the family night, run the book fair each day, and clean up on the last day of the fair.

#### **Boxtop Coordinator (Traditionally held in May):**

Promotes and organizes the two boxtop collection for school. Responsible for working with office to post flyers, collect, count and mail box top collection. Organize top winner class parties for 2 collection dates.

#### **Coach Sacred Heart School ("SHS") team sport: Multiple Sports**

Coach a team sport for SHS teams. Must register with the Salinas Rec Department. Fulfills 35 hours if completed. Only the head coach receives the full 35 volunteer hours.

#### **Father Daughter Dance Committee: (date: TBD)**

*Chairperson Needed (Fulfills 35 hours if completed)*

A dance celebrating the daughters of SHS. Additional volunteers are needed for product donation, set-up, clean up, serving and food preparation. Once a committee is established, it will be the responsibility of the committee to determine this year's dance theme, date/time of the event, and create/propose a budget to the Parent Club General Meeting before expenses can be reimbursed.

## **Dine Out Fundraiser Coordinator (Throughout the School Year):**

Coordinates dine out fundraisers for Parents' Club. This volunteer is responsible for securing locations, dates, and providing the front office with flyers and information about the events.

## **Family Festival - (Sept 2022)**

A joint venture fundraising/community builder between the Sacred Heart Parish and SHS. Volunteers are needed to secure product donation, set-up, run booths, and clean up.

## **Junior High Dances: Halloween Dance, Sat, Oct 29**

*Chairperson Needed* (Fulfills 35 hours if chairs both Halloween & Valentines Dance)

A dance held at SHS for our 6-8<sup>th</sup> grade students which invites students from sister schools within Monterey Diocese. Additional volunteers are needed for product donation, set-up, clean up, serving and food preparation. Once a committee is established, it will be the responsibility of the committee to determine date/time of the event, and create/propose a budget to the Parent Club General Meeting before expenses can be reimbursed, promote the dance, offer refreshments, DJ, and secure additional chaperones.

## **Junior High Dances: Valentine's Day Dance, Fri, Feb 10, 2023**

*Chairperson Needed* (Fulfills 35 hours if chairs both Halloween & Valentines Dance)

A dance held at SHS for our 6-8<sup>th</sup> grade students which invites students from sister schools within Monterey Diocese. Additional volunteers are needed for product donation, set-up, clean up, serving and food preparation. Once a committee is established, it will be the responsibility of the committee to determine date/time of the event, create/propose a budget to the Parent Club General Meeting before expenses can be reimbursed, promote the dance, offer refreshments, DJ, and secure additional chaperones.

## **Parent Night Out Fundraiser – (Date: TBD)**

*Chairperson Needed* (Fulfills 35 hours if completed)

One of the biggest Parents' Club community-building-fundraisers! Traditionally an adult-themed event, a committee is needed to make this event happen. Once a committee is established, it will be the responsibility of the committee to determine date/time of the event, create/propose a budget to the Parent Club General Meeting before expenses can be reimbursed, promote the event, set-up and clean up. Product donation also needed; lots of opportunity for volunteers during this event!

## **Safe Halloween Committee – (Date: 10/28/22)**

*Chairperson Needed* (Fulfills 35 hours if completed)

A community-building free event for families and friends of SHS. Once a committee is established, it will be the responsibility of the committee to determine date/time of the event, create/propose a budget to the Parent Club General Meeting before expenses can be reimbursed, promote the event, set-up and clean up. Product donation also needed.

## **Color Run Fundraiser – (Fri, Nov 11, 2022, 8:30am-12:00pm)**

*Chairperson Needed* (Fulfills 35 hours if completed)

One of the biggest Parents' Club fundraisers! A committee is needed to make this event happen; various means of volunteering include solicitation of sponsors, day-of set-up and clean up, helping to create this year's theme and prizes for students. Lots of opportunity for volunteers during this event!

## **Mother-Son Dance Committee: Date: TBD**

*Chairperson Needed* (Fulfills 35 hours if completed)

A dance celebrating the sons of SHS. Additional volunteers are needed for product donation, set-up, clean up, serving and food preparation. Once a committee is established, it will be the responsibility of the committee to determine this year's dance theme, date/time of the event, and create/propose a budget to the Parent Club General Meeting before expenses can be reimbursed.

## **Staff Appreciation Lunch** (During Catholic Schools Week, typically late January/early February)

Volunteers needed to supervise students during lunch recess and answer phones in the office so that staff may all come together for a shared lunch.

## **Talent Show (Traditionally held in May):**

*Chairperson Needed* (Fulfills 35 hours if completed)

Volunteers are needed as coordinator of participants, hold rehearsals, help with decorating and food.

## **Product Opportunities**

### **Baking Committee (10 events throughout the School Year)**

Bakers provide baked items for events that occur throughout the year. Bakers are responsible for providing four dozen baked items at ten different events. You will receive an email at least seven days before the event. Please note you must commit to bringing to all ten events. Fulfills 35 hours if completed.

### **Pizza Lunch Product Donation (Aug - May):**

Bring the product monthly for the pizza lunch. See sign up genius for products needed. Product must be brought to SHS by the 1<sup>st</sup> of each month. Fulfills 35 service hours if completed August through May.

### **Salad Bar Product Donation (Aug - May):**

Bring the product monthly for the salad bar lunch. See sign up genius for products needed. Product must be brought to SHS by the 1<sup>st</sup> of each month. Fulfills 35 service hours if completed August through May.