

PTA VOLUNTEER FORM

Volunteer Opportunities with the 2010 - 2011 Janney PTA

There are many ways to volunteer at Janney and lend your energy to strengthening the Janney community and enhancing your child's school experience. PTA programs depend on fundraising events. The success of these activities depends on parent volunteer time and contributions. Please consider how you can volunteer your time and help the PTA reach its goals of raising funds, building community and enhancing our children's school experience.

Please complete this form and send it with your All-in-One Fee Form in the enclosed envelope, or place it in the PTA mailbox in the Janney Office

On behalf of the Janney community and all Janney students we thank you for any time and effort you can offer. You will be contacted about the activities you mark below.

Name of parents:

Name of Child(ren) and Grade(s):

Phone: _____

Email: _____

Each PTA sponsored activity and event that takes place at Janney requires one or two lead coordinators and a group of volunteers. Coordinators are still needed for the following activities.

Hospitality (Coordinates Refreshments at Open Houses, Back to School Nights and other Community Events)	
Club Night and International Celebration (Works with the Janney Activity Coordinator to plan an Spring Evening event that showcases club activities and celebrates the diverse cultures within our community) (March-April)	
PTA Audit Committee (Works on a team to perform a bi-annual audit of PTA finances and governance)	
Janney Auction (Multiple Leads are needed to join a committee and work on parts of the event including item solicitation, program, food and drink, decoration, advertising, etc.)	
Newsletter (One newsletter editor is needed to join a team of 3 that takes turns gathering information, composing and emailing out the weekly newsletter.) (Year round – every 3 weeks)	
Box Tops for Education (A Coordinator is needed to inform the community about the program and periodically check the collection box and submit box tops for credit)	
Sign Making and Announcement Boards (Be the point person to get up signs about upcoming events, activities and meetings.)	
School Picnics (Be part of a team of two who coordinate the Fall and Spring Picnics at Janney)	

Volunteers are needed to help out with the following tasks as they arise throughout the year. Please check off where you can be of help.

Library/Cybrary Volunteers	
Event planning (planning the details of an event under the leadership of an event chair including Picnics, Casino night, Janney Auction, etc.)	
Staffing Events when they happen during the school day (open houses, club leadership, Read across America, bake sales, fund raising sales, etc.)	
Staffing Events when they happen in the evenings and on weekends the school day (book sales, carnivals, picnics, evening socials and fund raisers, etc.)	
Baking for bake sales	
Maintaining and beautifying the Janney facility and its grounds	
Any activity – email me when needed!	