



Volunteers Needed for the 2021-2022 School Year

It is time to think about next year. Are you interested in meeting new families and making new friends? Or maybe try something new you haven't done yet? Here is your chance!

We are looking for volunteers to fill the open positions for the 2021-2022 school year. Read the position profiles and complete the Open Positions Interest Form on our website after determining which open position is best suitable for you!
www.boothhillsschoolpto.org/open-positions-interest-form

Committee Chair Open Positions

After School Programs: Coordinate and plan after school programs in fall and spring, including working with local companies, tracking participants, and serving as the point person throughout.

Apparel Sale: Work with vendor to create design and choose items to sell with Executive Board and Principal approval, and help with tracking and distribution of orders.

Author Visit: Coordination of finding and scheduling an author for a school assembly.

Bus Safety Day: Coordinate with the school in August for Kindergarten bus safety day, including purchasing small gift to distribute at the event.

Community Outreach: With a co-chair, organize activities to benefit the community such as a Thanksgiving food drive, Toys for Tots, Valentine cards, thank you cards for Armed Forces and Veterans, and coat, sock and book drives.

Cultural Assemblies: Coordinate an extension of the curriculum through cultural arts presentations and events.

Field Day: Coordinate with the school during Field Day in June including purchasing snacks and organizing parent involvement that day.

Fundraising Events Coordinator: Coordination of the Fall Fundraiser by reaching out to businesses to find the best option for a suitable school fundraiser, working with the chosen business to offer specific items, communication to all school families providing detailed fundraiser information, and distribution of fundraiser items.

Restaurant Nights: Coordination of planning at least two Restaurant Nights throughout the school year by reaching out to local businesses to find the best option, working with the chosen restaurant to schedule a date, and communication to all school families on restaurants and dates chosen.

Vendor Fair: Coordination of the Vendor Fair in December by reaching out to businesses to attend and sell their products at our annual Vendor Fair, provide hospitality to the businesses the day of the event, and help to make sure booths are appropriately set up before the start of the event.

Yearbook Photographer: Take pictures at events and during the school year for the yearbook, and assist the Yearbook Coordinator with cropping and editing of photographs.

Social Committee Chair Open Positions

Fall Social: Plan and coordinate the annual Fall Social in October by scheduling entertainment, working with food suppliers, and decorating.

Mother/Son Event: Plan and coordinate the event in the spring including working with food suppliers, decorating, and tracking RSVPs.

Santa Event: Plan and coordinate the annual Santa event in December by scheduling entertainment and photography, working with food suppliers, and decorating.

Sweetheart Dance: Plan and coordinate the annual Sweetheart Dance in February by scheduling entertainment and photography, working with food suppliers, and decorating.

Sweetheart Dance Raffle: Reach out to local businesses, large corporations and the community to request donations for the Sweetheart Dance Raffle by using the PTO donation letter.

Silent Volunteers

Silent Volunteer: This anonymous position is perfect for someone who would like to help out when available, but does not want to chair a committee or social event. Provide help during the year as needed by assisting a committee chair who reaches out when help is needed. If the chair contacts you and you are unable to assist at that time the PTO understands and will be in contact again when help is needed.