

# 2022-2023 Discovery School PTO Volunteer Positions and Opportunities

**ACTIVITIES CHAIR** - The Activities Chair plans and executes family social events that promote community within our school. The chair is a member of the Board of Managers and attends the monthly board meetings from August-May. This person will lead the following events with co-chairs/committee members to take lead for each event including but not limited to Back-to-school Open House, Fall Festival/Fun Run, Trivia Night, which are on the books for this upcoming year. Time commitment - 10-15 hours per year.

## **BACK-TO-SCHOOL OPEN HOUSE**

### **COMMITTEE** (*10 committee members*)

This fun event kicks off the school year. All students and their families are invited to attend to see old friends, make new ones and meet your new teacher. Committee members assist with set up/clean up and plan food trucks or concessions. Time commitment- 2-4 hours per year.

## **FALL FESTIVAL/FUN RUN COMMITTEE**

### (*10 committee members*)

This is a fun family event for the Fall. All students and their families are invited to attend to bring our school spirit together as we celebrate finishing the first quarter. Committee members assist with set up/clean up, plan food truck, concessions, activities, and sponsors for the event. Time commitment- 2-4 hours per year.

## **TRIVIA NIGHT COMMITTEE**

### (*5 committee members*)

This is a fun family event for the Winter. All students and their families are invited to attend to bring our school spirit together as we celebrate starting the third quarter. Committee members assist with set up/clean up, plan concessions, trivia services, board games for younger family members, and sponsors for the event. Time commitment - 2-4 hours per year.

## **BULLETIN BOARD** (*2 members*)

The PTO bulletin board, located by the front office, is another way for us to communicate with parents. Time commitment- approx. 3 hours per year.

## **SPIRIT WEAR CHAIR**

The Committee Chair oversees the design, ordering, and sale of all spirit wear items and organizes committee members to run sales at PTO events. May need to attend PTO events if not covered by committee. Meet with PTO President and Assistant Principal about possible designs. Time commitment - sporadic through the year but up to 5 hours per month.

## **SPIRIT WEAR ASSISTANT CHAIR**

The assistant chair is responsible for filling individual and online orders as they are placed and organizing committee members to run sales at PTA events. May need to attend PTO events if not covered by committee. Can do most of the work from home. Time commitment- 4 hours per month but sporadic and less during school year

## **SPIRIT WEAR COMMITTEE**

### (*6 committee members*)

The spirit wear committee helps us show our school spirit with items like car magnets, t-shirts, sweatshirts, water bottles, hats, and more. Committee members should be available to attend PTO events including PTO general membership meetings (4 per year), back-to-school open house, holiday lunches, and the new parent meeting in the spring. The committee will be led by the Spirit Wear Chair and can decide how events are divided up. Time commitment- approximately 1-3 hours per event

**PTO HELP ON CALL** There are many events throughout the year that PTO host. These events are only successful because parents give an hour or two of their time to work them. IF you are only able to donate a few hours a year but don't know how you will fit, this is the spot for you. Our volunteer Coordinator will contact you when in school or at home volunteer opportunities arise. Time commitment - Whatever you can give