

<u>Volunteer Position</u>	<u>Date</u>	<u>Amount of Time</u>	<u>Description of Position</u>
"Appreciation" events (ie., Faculty Apprec. Breakfast)	Various times (Spring)	1-2 hour shifts	-Work the events -Publicity
Annual Celebration ("Connections")	Late Winter 1 night event	Varies	-Work the event -Help organize the event/publicity
Bizaarnival (Halloween Festival)	End of October	1-2 hour shifts	-Work the event -Help with preparation
Blaine Paperback Bookstore (Susan Ataman-Parent)	Ongoing (Mon-Fri)	1-2 hour shifts (mornings/afternoons)	-Work in the store
Car-line Welcomers	1 st week of school (8am)	1/2 hour	-Greet nursery/lower school children as they arrive
Community of Givers Phone-a-thon (Development Office)	Late October Choice of 3 nights	3 hours	-Phone fellow parents to solicit annual support
Directory & Resource guide	Fall	2-3 hours	-Update general information; proof-reading, labeling & distribution
Fundraising	Varies	2-3 hour	-Solicit/follow up on financial support
Grade Level Chair/Co-Chair	Ongoing	Varies	-Help coordinate programs & events at your child's grade level (keep parents informed)
Lab Store ("Lab" clothing & merchandise)	Ongoing	1-2 hour shifts	-Work in the store -Creative area/merchandising
LD Advocacy Group (Julie Lemon & Paula Worthington-Parents)	Ongoing	Varies	-Addresses concerns relating to learning differences
Multicultural Group	Ongoing	Varies	-Addresses concerns relating to cultural differences & similarities
Open House Blaine/Woodlawn	Fall	1-2 hours	-Organize food & beverage -Work the event (set-up/clean-up)
PA Elections	February/ April	1-2 hours	-Contact candidates & process ballots
PA E-Newsletter	Ongoing	Varies	-Write, proofread and submit articles
New Parent Experience (Development Office)	Beginning of school year & ongoing	phone call to offer a friendly ear & ongoing	-Welcome a new family & involve them in life at Lab
Picture Day	Fall (1 morning) 8:30-12:00	1 1/2 hour shifts	-Comb hair, shine faces & help the lines run smoothly
Purchase Programs - Innsbrook - School-Pop & Boxtops-4-Education (Bobbie Jean Sweitzer-Parent)	Fall (1 morning) Various times & ongoing	2-3 hour shifts Varies	-Distribution to classrooms Prior to & after sale (tally packets) -Assist Chairs as required Publicity/mailings
Recruitment Open House -Middle School -High School (Michael Veitch-Admissions Office)	Sunday (end of October)	2-3 hour shifts (set-up: 9am-12pm) (Open House: 1pm-4pm)	-help with set up -Meet & Greet' perspective students and their parents
Rites of May (Community "Fun"raiser)	Mid-May (2-3 days)	2 hour shifts	-Work the event -Help with preparation
School Tour Guide (Carla Young-N.S. Principal)	Ongoing	2 hours	-Guide prospective new parents through the school
Science Expo (Diane Snider-M.S. Science Teacher)	Winter (1 Saturday)	1-2 hours	-Help with setup -Work the event
Service Day Chaperone (Maureen Gauntner-H.S. Teacher)	Spring (1 day)	Varies	-Accompany high school students to several community service sites
Used Textbook Sale (Suzanne Beatus-Parent)	Last week of school; 2 ½ weeks before school begins	3-4 hour shifts	-Work the event (collect textbooks, inventory books, issue vouchers, sell books)
Walk to School Day (Nurse Martha Baggetto)	mid September	1 school morning	-Walk to school with students