

## 2019-2020 PARENT VOLUNTEER ROLES

POSITION
<b>PARENT TEACHER ASSOCIATION CHAIR</b> The PTA Chair works with ECC Director to support programming and build community among families; he or she facilitates PTA meetings, oversees subcommittees and events, advises School Communicator and room parents, helps find parent volunteers for events, and recruits future PTA committees.
<b>ROOM PARENTS</b> Room parents assist teachers with planning for class parties or events, work with PTA Chair to purchase and give teachers gifts for birthdays, holidays and at the end of the year; help with Teacher/Staff Appreciation Week and attend PTA meetings.
<b>SCHOOL COMMUNICATOR</b> The School Communicator welcomes new members to the school via phone or email, collaborates with the PTA Chair to email parents throughout the year regarding important info, events, notices, volunteer recruitment, etc; and attends PTA meetings.
<b>FUNDRAISING COMMITTEE</b> Plans and executes at least one large and a few small activities to help raise funds for the school; assists with silent auction and bake sale at the Purim Carnival. Some ideas are an ECC family garage sale, dinners at restaurants that split revenue with ECC, Parents' Night Out, etc.
<b>SOCIAL COMMITTEE</b> Plans activities that encourage parent participation and promote ECC community spirit. This could include "Women & Wine" nights, "Dads Night Out", a family outing such as a trip to Tanaka Farms, a "Parent Survival Night" where TBS provides childcare and parents go out together, game nights, etc.
<b>FALL FESTIVAL</b> With Cindi Dubrow, organizes a morning experience to celebrate fall. Plans and runs this experience for the children. (e.g. a pile of leaves to jump in, fall related arts & crafts, fall foods to taste, etc.)
<b>LATKE FACTORY + HANUKKAH FUN DAY</b> With Cindi Dubrow, plans and coordinates a morning experience for our children including preparing, making, and eating latkes, preparing Hanukkah crafts and activities; and helps with cleanup.
<b>HAMANTASCHEN FACTORY</b> With Cindi Dubrow, plans and coordinates a morning experience for our children including preparing, making, and eating hamantaschen; and helps with cleanup.
<b>PURIM CARNIVAL</b> Leads the preschool participation in the Purim Carnival; works in collaboration with the Religious School to recruit day-of volunteers and to setup games, food, silent auction, entertainment, themed baskets; coordinates cleanup efforts.

**BAKE SALES – Purim and Mother’s Day**

Coordinate with Purim Carnival Committee and Fundraising Committee to organize the baking and selling of goods to raise funds for TBS ECC.

**TEACHER APPRECIATION WEEK**

Plans and organizes events throughout the week to make our teachers/staff; this includes communicating with parents regarding the theme and events for the week.

**GRADUATION COMMITTEE**

Coordinates with ECC Director to plan, set up, and clean up the graduation party/BBQ – **We would like parents who do not have children graduating.**

**END OF YEAR ASSEMBLY + BBQ**

Coordinates with ECC Director to shop for, set up, and clean up the assembly and BBQ on the last day of school.