

# School in the Woods Volunteers for 2015-2016!

## Welcome new School in the Woods families!

Our parent volunteers are vital to the success of our quality programming. We simply cannot run such an intensively varied and student-centered program without the help of all of you. We truly appreciate your time, enthusiasm, and wide range of expertise!

This will be one fantastic, unforgettable year. If you've never volunteered in the schools before, THIS is a great year to start. Please make sure that all parents (moms and dads) see this and are included. It takes ALL of us to create this depth of programming. Thank you so much to all who volunteer!

An Academy School District 20 background check is required for these volunteer positions. Mandatory volunteer orientation classes (approx. 30 minutes) will be available in the fall. The first one will be held the same evening as our Back to School Night, so you can attend both events, one directly after the other.

Grandparents, other relatives, or family friends are also welcome to volunteer. They will need to have all the training above, pay for fingerprinting, and sign additional legal forms.

Coordinators will be contacted early in June. Please only sign up to be a coordinator if you know that you can volunteer regularly in that area, as well. The coordinators will contact the other volunteers, in order to make us more efficient. They will set up a schedule based on everyone's availability. Thanks in advance for your help! We can't do this without you!

**Please sign up via Signup Genius by June 1 so we can have the "key" positions assigned in June. If you cannot find your email regarding Signup Genius, please contact Nicole Pendley or the school. Thank you!**

### Volunteer Coordinator

Assists staff in organizing volunteers. Will create sign-ups in SignUpGenius for various events. This person will work with all of the other coordinators. We prefer that this person is also a regularly scheduled volunteer.

### Daily Volunteer Coordinator

Responsible for setting up the Daily Volunteers Schedule and meeting with staff to determine their changing volunteer needs. Responsible for assisting volunteers in finding a sub if they cannot come in. This person should also volunteer regularly.

### Daily Volunteers

Volunteers on a regular basis in classrooms, office and/or for general school needs. Self-starters appreciated! Survey for preferences will be sent later by the daily volunteer coordinator in order to set up the schedule.

### **Math Volunteer Coordinator**

Organizes Math Volunteer Schedule. This person will be the main communication between the math teacher and the volunteers. Please sign up only if you will also be volunteering in math (see next item).

### **Math Volunteers 9:00-12:35**

Assist in math instruction one morning per week suggested. Volunteers who can stay the entire morning are preferred. Survey for preferences will be sent later by the math volunteer coordinator in order to set up the schedule.

### **Library Volunteers 9:00-11:45 Mondays (6)**

Assist during weekly library time, including visiting the PPLD bookmobile. Survey will be sent later in order to set up the schedule. Please indicate in "comments" if you would be willing to be the coordinator (circulation, collection, and scheduling)

### **Student Chef Program Volunteers - Weekly, usually Tuesday mornings (6)**

Assist with recipes utilizing SITW produce, solar ovens. Survey will be sent later to set up the schedule. Please indicate in "comments" if you would be willing to be the coordinator (plan menus, implement, schedule program.) Flexible schedule needed.

### **Pizza Friday Helpers 12:30-1:45 Fridays**

Duties may include picking up pizza in BriarGate, shopping for & preparing produce (reimbursed), setting up, serving and cleaning up. Assist students in harvesting from SITW garden. Please indicate in "comments" if you'd be willing to be the coordinator.

### **Art Volunteers 9:15-12:30 Thursdays or Fridays (4)**

Assist with classroom art lessons. Survey will be sent later to set up the schedule. Please indicate in "comments" if you'd be willing to be the coordinator (plan, implement lessons).

### **Laundry Volunteers - Weekly (4)**

We will send home laundry with your naturalist (usually on a Friday) and you bring it back and put it away on Monday. 1 person per quarter.

### **Lunch/Recess Helper 12:25 - 1:15, varied schedules accommodated (5)**

Helps staff during lunch and recess time. A great opportunity for our daily volunteers too! Bonus: eat lunch with your naturalist.

### **Special Event Coordinators (2)**

Help plan and organize the Overnight plus the 4 parties of the year (Halloween, Solstice, Valentine's Day, and End of Year Celebration). An additional sign up will go out prior to each party for more volunteers. Also will coordinate class and staff gifts.

### **General Student Job Assistants (4)**

Assist students in their student jobs (photographers, gardeners, etc...). Will be needed on Mondays.

### **Garden Volunteers (6)**

Plans, plants, weeds, waters, etc., along with Mr Wuerth. Schedule will vary greatly so flexibility is a plus! Please indicate in "comments" if you'd be willing to be the coordinator.

### **Teacher/Staff Appreciation Meals**

Coordinates fall and spring parent-teacher conference meals for the staff. Could be managed from home.

### **Scholastic Book Coordinator**

Updates (or creates) flyers, places online orders through the school account and distributes books to naturalists. A great opportunity to volunteer from home!

### **TerraCycle Volunteer**

Counts, packages, and ships juice boxes. Typically done 2 times a year. A great opportunity to volunteer from home!

### **SITW Video Editor/Producer (2)**

Helps staff compile and sort photos and videos for the end of the year keepsake DVD. Equipment available at school or you can use your own. You should be comfortable with video editing software. Finished DVD will include videos, pictures, and music.

### **Carpenter/Handyperson (5)**

Handy individuals for "as needed" odd jobs (materials reimbursed). Please indicate any special skills, Mr. Wuerth will be in touch!

### **Running Club Coach 12:30 - 12:50 (2)**

Will organize the club and run with the kids once a week during recess

### **Chess Club Coach 12:30 - 1:15 (2)**

Willing to organize chess club and hold it once a week during recess and lunch.

### **Create Your Own Spot!**

Tell us how you can help! Also, if you wanted to sign up above and there was no more room, please let us know here. BACKUPS AND SUBSTITUTES ARE NEEDED FREQUENTLY.

**THANKS SO MUCH FOR VOLUNTEERING AT SCHOOL IN THE WOODS!**