



Brookwood Parents' Association: **Volunteer Opportunities**

Name: _____

Email: _____

Grade(s) of child(ren), Fall 2013: _____

Best Contact Phone #: _____

Please print and return to the bulletin board drop box in main lobby. Thank you!

- Admissions Ambassadors:** Provide tours to prospective Brookwood families and support other efforts during the admissions season (open houses, coffees, etc.). Varying time commitment.
- Art:** Assist Art Department with projects throughout the year. Varying time commitment.
- Book Fairs:** Coordinate and manage two student book fairs (fall & spring) and one parent (holiday) book fair. Much can be done from home, then at school just a few days a year.
- Communications & Marketing:** Provide assistance in the areas of graphic design, copy writing/editing, bulletin board creations, PR or marketing strategies. Varying time commitment.
- Cultural Enrichment:** Research, review and select cultural events to bring to Brookwood. Planning occurs one year out. Varying time commitment.
- Faculty Grants:** Coordinate and review applications from faculty for grant money to pursue activities that will enrich the classroom experience. Intermittent time commitment.
- Faculty Wish List:** Review requests from faculty for items to enhance the classroom or school facilities. Intermittent time commitment.
- Library:** Assist library staff. Opportunities to fit all schedules.
- Mailing:** Assist with Brookwood and PA mailings intermittently throughout the year.
- Parent Education:** Research, review and invite guest speakers to Brookwood once or twice a year, specifically geared toward Brookwood parents. Varying time commitment.
- School Store:** Support School Store Manager Deb Chertok in managing the schedule, supply and staff for the Brookwood School Store. Varying time commitment.
- SHOP To Support Brookwood:** Review and run auxiliary fundraising programs such as Crosby's Receipts, Amazon.com, Scrip Gift Cards, and any others you wish to bring to the table. Varying time commitment.
- Spring Fundraiser:** Support the annual online auction and auction party held in April. Predominately January-April time commitment, with varying schedules. Sub-Committees include: • Project management • Party/event planning • Database management & data entry • Copy writing, graphic design and multi-media production • & more ... a FUN event!
- Sustainability:** Support Brookwood's current and future sustainability efforts/priorities, such as the Sustainability Fair and Blazer Exchange. Predominately a fall time commitment.
- Not sure where I fit best, but happy to consider jumping in as needed.**

COMMENTS: _____

