

South View Parent Council Volunteer Descriptions

STUDENT ENRICHMENT / EXTRACURRICULAR ACTIVITIES

Art Masterpiece –Volunteers are trained to introduce students to one masterpiece each month for a 45 minute presentation to 6th graders.

Band, Orchestra and Vocal Support – Volunteers assist with activities such as selling tickets and distributing programs for concerts, arranging chaperones for field trips, etc.

Grade Level Coordinator – Assist team teachers in supplying volunteers for field trips, mixers, retreats and other activities.

Grade Level Activities – Volunteers chaperone field trips or assist with classroom activities

Mixer Chaperone – Volunteers assist with activities and refreshments at grade level dances

Retreat Chaperone – 6th/ 8th grade – Volunteers accompany and assist with student groups for a 3-day (overnight) retreat 7th/9th grade – Volunteers assist with activities for a 1 school-day commitment.

COMMUNICATIONS

Legislative Issues – Volunteers activate phone and letter campaigns to legislators as education issues arise that affect our school.

Bulletin Board Coordinator – Volunteers take pictures at various school activities and events and update bulletin boards (2) quarterly. This can be done effectively as a parent-child team.

Directory Coordinator – Update SVMS Student Directory and work with Communication Chairs to print and distribute

Fall Conference Coordinator and Greeters – Volunteers greet parents attending fall conferences and pass out directories, surveys and other PC information; Coordinator needed to recruit and schedule volunteers

Online Newsletter Editor – Computer skills are necessary to edit quarterly online newsletter.

Webmaster – Maintain and update the South View Parent Council website. Requires knowledge of HTML and PHP/mySQL

SPECIAL EVENTS

Book Fair (December) – Volunteers are greeters, coffee servers and gift wrappers at the Barnes & Noble Galleria event.

Grandparents' Day (November) – Volunteers help with setting up, greeting guests, taking photos, serving refreshments and cleaning up.

Coffee with Principal – Volunteers help to coordinate these small meetings, including refreshments and publicity.

Winterfest – Volunteers set up, facilitate games, serve refreshments and clean up.

Honors Programs (May) – Volunteers help with student academic recognition event.

9th grade End of Year Party (May) – Volunteers help plan activities, serve refreshments and chaperone the party held at Edina High School with Valley View 9th graders.

Career Speaker (as needed) – Volunteers speak to students about careers or job opportunities.

SERVICES

Community Service Projects (Oct., Dec., Jan. & Mar.) – Volunteers supervise and drive students to local agencies or deliver food, clothing and book donations; Assist Youth Services Director in organizing volunteers for 9th grade December service project.

Media Center Parent Volunteers – Volunteers assist media center staff and students with various jobs ranging from technology support to shelving books. Trainings provided. This a year-long, bi-weekly, 2-3 hour commitment.

Cyber Café Volunteer - Help with ordering, product selection, training and bookkeeping for Media Center cafe (hours are flexible).

Student Picture Day (Aug, Sept, Oct, Mar) – Volunteers check in students for photos

7th Grade Vision Screening – Assist health staff with vision screening.

District Transportation Liaison – Serve as SVMS contact person on transportation issues; attend District transportation meetings.

Cavalry (Office Support) – Volunteers help with copying, filing and teacher assistance. This is a year-long, bi-weekly, 2-3 hour commitment.

Academic Support – Provide academic support for teachers, on an as-needed basis

HOSPITALITY

Staff Appreciation – Volunteers help serve meals or provide special treats to staff at various times during the year.

Spirit of South View Breakfast – Volunteers help set up, serve refreshments and clean up (5 mornings).