

2008-09 Oak Hill Elementary Volunteer Opportunity Descriptions

(Volunteer Opportunities in Alphabetical Order)

After School Fitness Coordinator – Coordinates gym use and registration for after school programs such as soccer, yoga, basketball, tae kwon do, etc.

Art – Assist in the preparation of materials for class art projects.

Basketball Game – Volunteers and Coaches (Boys, Girls and Cheerleaders) needed for the annual game between Oak Hill & Lee's Corner 6th graders. (April)

BINGO & Family Game Night – Assist with organization, set-up, clean-up, tickets, concessions and running of games during fun evening for students and their families. (March)

Birthday Tree – Decorate the oak tree in school lobby with names of students celebrating their birthday for that particular month. (10 volunteers needed.)

Book Fair – Help the library with set up and sales during the book fair. (October)

Book Shelver – Assist Reading Specialist by shelving books.

Box Tops for Education – This program earns dedicated funds for the school. Assist with incentive programs for students and preparation of box top mailings.

Cafeteria Helper- Assist Cafeteria Hostess by helping 1st and 2nd grade students through the food lines or at tables.

Chess Club – Assist 2nd -6th grade students in after-school club to improve their skills and learn new strategies.

Clinic Aide – Assist Clinic when needed.

Community Outreach – Chair needed to organize collections and donations for designated charities.

Cooks and Bakers – Cook or bake at least once or twice during the school year for various school and PTA events.

Cultural Arts – Arrange year round assemblies for all grade levels.

Cultural Awareness Events – Help organize and plan an international night at school.

Directory – Chair or co-chairs needed to publish the student directory. (1st Quarter)

ESOL – Assist ESOL (English as a second language) teacher with administrative tasks.

Fall Festival – Assist in the planning and running of event in the areas of prizes, food, games, decorations and ticket sales. (October 18)

Family Dance – Chair or co-chairs, as well as volunteers needed to organize and help with this festive family event in the areas of set-up, clean-up, music, decorations, and food. (December)

Field Day – Help the P.E. Department oversee field day activities including timing and running of events. Also acquires popsicles needed for event. (June)

FLEX – Chair needed to organize after school Spanish and Chinese language instruction program for students.

Foreign Language Clubs – Assist with this after school program designed to introduce students to foreign languages.

Grace Art Chairpersons – Organize and distribute materials for Grace Art lessons for each class.

Grace Art Docents– Sign-up to be give class lessons for this Art-in-the-Schools program in your child’s classroom.

Hands on Science – Recruit parents (paid position) to lead a group of children in a program that stimulates awareness through active involvement in experiments, games, music and projects. Leader training and hands-on materials provided.

Health Screening – Assist Clinic Aide with student screening of various health statistics. (October)

Junior Great Books – Chair or co-chairs needed to lead a group of students in the Junior Great Books program which combines interpretive discussion and activities with outstanding literature to help students learn to read for meaning in order to think critically. Training is provided.

Landscaping – Help maintain school grounds including planting, weeding, mulching, picking up leaves, etc.

Language Arts/Writing Program – Work with students to edit their writing.

Legislative – Chair needed to inform PTA Board of new federal, state and county legislation, as well as ensure the Virginia PTA Bylaws and County policies and updates are followed.

Lego League – Lead a group of students in a science and technology program in which robotics are used to solve problems and complete tasks. Student teams meet at regional tournaments to compare ideas, share information and display their robots.

Library – Assist librarian with library operations, especially shelving books.

Math Counts – Chair or co-chairs needed to work with 6th graders to train each week for a county-wide math competition in January.

Membership – Assist with the PTA Membership Drive and collection of dues.

Movie Night – Assist during fun evening of movies and popcorn in the areas of set up, clean up, ticket sales and concessions. (March)

Music – Help music teachers with productions and piano accompaniment.

Oakie's BB&T – Assist with operations of student run bank.

Odyssey of the Mind – Chair or co-chairs needed to lead a group of students in creative problem-solving in which teams develop strategies and use props to solve fun challenges. Training provided.

Office Helper – Help office staff by sorting paperwork returned from Friday Folders.

Original Works – Assist in organizing and distributing Original Art Work sale.

Paws to Read – This program encourages children to read for pleasure. Help is needed to promote the program, distribute entry forms, and gather prizes.

Picture Day – Help students during school pictures. (October/April)

PTA Photographer – Take pictures at various PTA activities and events.

Reading Buddy – Assist Reading Specialist during school hours on a weekly or bi-weekly basis by reading with individual students in 30-45 minute increments.

Recycling – Assist with soliciting new areas for recycling distributions. The committee coordinates the publicity for the program and is the liason between the school and Recycle Inc.

Reflections – Co-chair needed to assist with the organization of entries, as well as, the program reception. This arts recognition program consists of entries in literature, musical composition, photography and visual arts. (October)

Restaurant "Spirit" Nights – Reserves restaurant nights and publicizes the dates for Oak Hill families attendance.

Retirement Reception – Help during annual staff retirement reception in areas of set-up, clean-up, food, flowers, decorations and gifts.

Room Parent – Sign up for this parent classroom liason position in your child's classroom.

Room Parent Coordinator – Co-chair needed to coordinate PTA volunteers for classrooms.

Run for Funds – Donate baked goods, staff neighborhood water stations, act as sentries for the race course, set up and clean up crew for school technology fundraiser. (April)

Safety Patrols/Block Parents – Assist with year-end recognition luncheon for patrols, as well as with other needs.

School Marquee Sign – Help to maintain and update marquee sign in front of school.

School Spelling Bee – Assist students during school-wide spelling bee. (February)

School Supplies Kits – Coordinate the sale of pre-packed school supplies to the students for the upcoming school year.

Science Fair – Assist in planning and organizing this evening event to promote student participation and learning in the field of science and technology.

Shop & Support – Assist in coordination of sign-ups and rewards from for “free” income from local retailers and online shopping. Help promote opportunities and incentives.

Sixth Grade Events – Help with various special events for 6th graders.

Spirit Sales – Co-chair needed to handle sales of spirit items such as magnets, pencils, stuffed “Oakie’s”, etc. during various school events.

Staff Appreciation – Distribute appreciation gifts to secretaries, cafeteria and custodial staff, etc. during Teacher Appreciation Week.

Staff Welcome Breakfast – Organize welcome back breakfast for staff upon their return to school.

Summer Book Exchange – Assist in collection, organization and student selection of books during exchange. (June)

Teacher Appreciation Week – Chair or co-chairs, as well as volunteers needed to organize and assist with week long tokens of appreciation for staff. This includes a luncheon. (May)

Thanksgiving Cafeteria Helper – Assist in cafeteria during Thanksgiving lunch for students. (November)

Translating – Assist school office, PTA and/or teachers and staff with translation to help families with limited English skills.

Valentine’s Day Breakfast – Chair or co-chairs, as well as volunteers needed to organize and assist during Valentine’s breakfast for staff. (February)

Volunteer Coordinator – Individual Chair position that recruits volunteers for various PTA and school activities and committees.

Webmaster of PTA Website – Maintains the Oak Hill PTA Website.

Welcome Committee – Welcome new families to Oak Hill during Open House and assist with Welcome Reception for new families during the October PTA meeting.