

2009 - 10 Oak Hill Elementary

Volunteer Opportunity Descriptions

(Volunteer Opportunities in Alphabetical Order)

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

Basketball Game – General volunteers and coaches (Boys, Girls and Cheerleaders) needed for the annual game between Oak Hill & Lees Corner 6th graders. (March 12)

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. General volunteers and a chair are currently needed. (April 23)

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 Room Volunteer – Assist Reading Specialist by shelving books.

Box Tops/Campbell's Cutters & Counters – Assist with incentive programs by preparing and counting labels for mailing.

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. Chair and parent volunteers needed.

Child Care for Back to School Night – Adult volunteers are needed to work shifts overseeing care of children whose parents are attending Back to School Night. (September 15 and 17)

Clinic Aide Volunteer – Assist in the clinic when needed. Required training sessions are available throughout the year.

Community Outreach Volunteer – work with Community Outreach chair on various projects throughout year. Previous projects have included book, candy and food drives.

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

Coordinate Summer Camps led by Oak Hill teachers - Chair or co-chairs needed to act on behalf of the PTA, working with teachers to promote programs, register students, reserve space in the building and manage camp budgets.

Crosswalk Monitor – Assist students crossing Kinross Circle at the community center crosswalk.

Directory – Assist in proofreading the school directory. This is an excellent opportunity for those familiar with Indian and Asian names. (September/October)

ESOL – Assist ESOL (English as a second language) teacher with various tasks as requested by the ESOL teacher.

Fall Festival – Assist in the planning and running of events in the areas of prizes, food, games, or setup; or volunteer to help at a station on the day of the festival. (October 17)

Family Dance – Volunteers to help plan or work at this family event. Help is needed with set-up, clean-up, music, decorations, and food. (November 13)

Field Day – Chair helps the P.E. department oversee field day activities including timing and running of events and snacks. Helpers work at stations one or more days during the week’s events. (October)

GRACE Art Docent– Sign-up to give class lessons for this Art-in-the-Schools program in your child’s classroom. No art experience is required, and all lesson materials are provided.

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

Junior Great Books – Chair or co-chairs are 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.

LEGO League – Coach 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 media specialist with library operations, especially shelving books.

Math Counts – Work with chair to lead group of 6th grade students through practice for Math Counts competition in January.

Movie Night – Assist during fun evening of movies and popcorn in the areas of set up, clean up, ticket sales and concessions. (February 19)

Music – Help music teachers with productions and piano accompaniment.

Oakie’s BB&T – Assist with operations of student run bank. Bank is open before school on Tuesday mornings.

Odyssey of the Mind – Chair or co-chairs and coaches are needed to lead a group of students in creative problem solving. Teams develop strategies and use props to solve fun challenges. Training materials are available.

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

Original Works – Chair or 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 (ink cartridges & cell phones) – The committee coordinates the publicity for the program and is the liaison between the school and Recycle Inc.

Recycling (juice & snack pouches) - A chair and additional volunteers are needed to publicize program, and collect and prepare pouches for shipment to Terracycle.

Reflections – Help organize entries in October and with the reception held for participants in February.

Retirement Reception – Help during annual staff retirement reception in areas of set-up, clean-up, food, flowers, decorations and gifts. Chair needed. (June 8)

Room Parent – Sign up for this parent classroom liaison position in your child’s classroom.

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?)

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

School Spelling Bee – Assist students during school-wide spelling bee. (February 5)

School Supplies Kits – Help chair with the sale of pre-packed school supplies. Orders are taken in March/April. They are received and need to be sorted in August.

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, including the moving up ceremony and party.

Special Ed Liaison – Keep current with local resources available to parents with children in special education programs. Publicize programs through Wolf Pack, PTA Meetings and bulletin boards.

Spirit Item Sales – Volunteer to help with the sale of spirit items such as magnets, pencils, stuffed “Oakies”, etc. during various school events.

Staff Appreciation – Distribute appreciation gifts to staff members during Staff Appreciation Week. (May 3 – 7)

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

Thanksgiving Cafeteria Helper – Assist in serving special Thanksgiving lunch to 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)

Welcome Committee – Welcome new families to Oak Hill at the Welcome Reception for new families. (October 10)

Positions currently filled and programs not currently offered:

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

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

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

Cultural Awareness Events – Help organize and plan an International Night at school.

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.

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.

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

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

Room Parent Coordinator –Chair coordinates PTA volunteers for classrooms.

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

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

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

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.