

# The River School

## Volunteer Opportunities

### 2010-2011

#### ***Annual Fund Committee***

In independent schools like The River School, tuition does not cover the cost of educating each student. Every fall the Annual Fund Campaign begins, raising funds to close the gap between tuition and expenses each year. It is our most important fundraiser of the year. A campaign chair and committee of volunteers work with the Director of Development to help reach the campaign goal which is a line item in the budget. Volunteers make calls to parents, write notes and help generate enthusiasm and contributions to this effort throughout the year. Most of the work is conducted in the fall and the majority of the calls are made during a phone-a-thon held at the school. There are some follow-up emails and time promoting the campaign in the lobby. It is a great group of mothers and fathers who help us with this effort and the phonathon is actually a lot of fun!

#### ***Auction Committee***

On February 26, 2011, The River School will hold its annual auction. This is a great way to meet a lot of parents. The Auction is The River School's largest annual fundraising event for scholarship, and raised over \$245,000 for our school's scholarship in 2010. Volunteer opportunities abound on this large, energetic committee. Planning begins in the fall and the time commitment will peak, depending on the committee member's role, in early 2011. The Auction Committee needs volunteers for a wide range of duties, including acknowledgements, advertising and corporate support, catalog production, database input, online auction, decorating and display, guest registration, publicity, donation tracking and management, raffle organizing, set up and clean up, and solicitation. Some jobs can be done from home, some at school and others take you into the community – all have flexible hours. If you have business contacts, have a specific skill or just want to help, the Auction Committee needs you!

#### ***Book Fair Committee***

The RSPA helps run a book fair every year to raise money for our school library. This year, the book fair was held at The River School. Members of the Book Fair Committee coordinate with librarian Ruth Samuel, publicize, set up, and assist River School shoppers. Volunteer time commitment for the book fair is flexible.

#### ***Buddy Parents Program Committee***

During the spring admissions season, members of the Buddy Parents Program Committee will be assigned to contact one or more new River School families. Buddy parents serve as guides to The River School community, help answer questions new families may have and meet the new families at the new parent events, the family picnic in June of 2011, as well as check in with them in the fall to see how they are doing. This committee provides a great way to welcome new families into our school.

### ***Community Service / Thanksgiving Potluck Committee***

The Community Service Committee will coordinate the River School Thanksgiving food drive and event. This committee works with room parents to set up/clean up on the day of the event, plan and oversee crafts for the children, and plan entertainment.

The committee will also work with The River School administration to look for other opportunities to develop a school-wide community service project for the spring. The time commitment for this very important committee is flexible.

### ***Dad's Hot Lunch Bunch***

Dad's Hot Lunch Bunch is an event at which our River School Dads will serve a hot lunch to all of the full-day students in the gym! This popular event is a great opportunity for Dads to work together while enjoying lunch with your children. Committee members will coordinate logistics, set-up, clean-up, and serve lunch to the students. This event will take place in the fall for the school-age students, with a second date in the spring for the preschool students. We look forward to a great turn-out from our River School Dads in planning and attending the event.

### ***Garden Committee***

The Garden Committee plants, weeds and maintains the lovely planters and beds in front of The River School. This committee does not require a large time commitment and enables you to help beautify the school's entrance.

### ***Picnic Committee***

The River School Picnic is a favorite, school-wide event and a wonderful way to end the school year. Members of the Picnic Committee help in a variety of ways, including: planning the picnic and the picnic menu, organizing and assisting with children's activities, setting up, and cleaning up. The picnic takes place in June.

### ***Room Parents***

Room parents serve as liaisons between the teachers, parents, administration, and the RSPA. There typically are at least two room parents per class. This special job allows parents to be closely involved with their children's teachers and classmates, as well as with other parents. Room parents should expect to help teachers with celebrations and field trips, coordinate group gifts and a project for the auction, attend RSPA meetings, and communicate with the parents of other students in the class. A room parent orientation will be held in early September. \*Note: Room Parents will not be responsible for collecting funds from parents.\*

### ***Sally Foster Gift Wrap Online Ordering***

One person is needed to serve as The River School's liaison to Sally Foster. This position will require very minimal time commitment.

### ***Speaker Series Committee***

NEW! In an effort to continue our speaker series from last year, this new committee can help suggest authors to come speak at The River School. Members of the committee will also help “talk up” the event and promote it beyond our school community.

### ***Thanksgiving Food Drive Committee***

See Community Service Committee Section

### ***Walk-a-thon Committee***

NEW! In spring 2011, The River School wants to hold a walk-a-thon in which all members of our community can participate. This fundraiser will replace the golf tournament. We will need a Walk-a-thon Chair and Committee to work with Development Office staff to plan, promote, and execute the event. The goal will be to raise \$20,000 and to involve as many members of our community—children and adults—as possible. Help us establish a new tradition at The River School!

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***To reiterate, each committee will have many different volunteer opportunities, with a variety of time commitments. After you indicate the committees in which you are interested, the Committee chairs happily will work with you to arrange specific volunteer activities that will fit within your schedule. The RSPA looks forward to your participation in many of our wonderful committees during the 2010 – 2011 school year!***