

VOLUNTEER INTEREST FORM -- JOB DESCRIPTIONS

BOOK FAIR VOLUNTEER: Assist at one or both book fairs. Depending on your shift time, the fair involves setting up, helping children with orders and selling books during any given time.

CLASSROOM READING BUDDY: This is for Kindergarten classes only. Volunteers will read with students one-on-one during their center time. This is a weekly program but volunteers typically sign up for once a month. Scheduling may vary depending on the number of volunteers interested in this program.

COMMUNITY PROJECTS: Help with Community Outreach Projects the PTA has voted to take a role in. An example is the Wipe Out Kids Cancer Fun Run.

CULTURAL DIVERSITY: Assist with planning and executing a strategy to educate and celebrate the many diverse cultures at Brinker.

FALL FAMILY PICNIC: Assist with the planning, set-up and execution of the Picnic held in the fall.

FIELD DAY: Assist with various outdoor games and activities during Field Day, which is held in May.

GARDENING CLUB: Maintain flower beds, help with seasonal planting and care to beautify the grounds outside of Brinker.

GIFT WRAP SALES: Help with the organization and distribution of the gift-wrap fundraiser materials.

GRADE LEVEL VOLUNTEER: Assist with special grade-level activities as needed and directed by the team lead teachers and grade-level volunteer coordinators. Prepare classroom materials by volunteering for shifts in the workroom.

GREETER DESK VOLUNTEER: Greet parents and volunteers entering the school. Assist with sign-ins and deliveries to the grade levels as directed by the front office. Shift times are two hours one to four times per month.

GRADE LEVEL HOMEROOM COORDINATOR: Plans grade level parties and special events with the Team Lead Teacher and coordinates those efforts with the Homeroom Representatives. This Volunteer represents the PTA and must have good communication and organization skills.

HOMEROOM REPRESENTATIVE: Communicates the plans for classroom party activities and events to the parents on behalf of the teacher and the PTA. Must have good communication skills and be a frequent user of e-mail. This position assists with planning the Back-to School parent coffees; classroom parties and other special classroom activities.

LIBRARY VOLUNTEER: Assist school librarian with book check-in; checkout, book shelving and special projects. No special library knowledge required. Volunteers will be trained. Time commitment is rotational and numerous shift times are available.

MCGRUFF HOUSE: Apply through Brinker with the Plano Police Department to provide your home as a possible "safe haven" for children in the area.

RANDOM ACTS OF KINDNESS: Works with a committee to provide a thoughtful treat to all Brinker staff and teachers on a rotational basis throughout the year.

REFLECTIONS: Inform students of different Reflections entry opportunities. Once entries are made and judged, help in the set up and take down of the event.

SAGE (SPECIAL & GIFTED EDUCATION): Coordinate the Experience the Awareness Day Event that is held during the school day. Emphasis is on educating children on the different physical needs some children experience. Help in the Special Ed department with workroom needs.

SCIENCE CLUB: Helping with a hands-on science program possibly contracted by an outside source.

SCIENCE BOXES: Assist in restocking the hands-on experiments many children enjoy checking out at the library. They are stocked and supplied by the PTA.

SPANISH CLUB: Assist with supervision of students as required by Spanish Club Instructors.

SPIRIT WEAR: Help with the set-up and selling of Brinker spirit wear at various school functions.

SPRING FLING EVENT: Assist with end of year celebratory event including the planning of games and various outdoor event activities.

TEACHER APPRECIATION: Assist in the planning, organizing and execution of various events during Teacher Appreciation Week in the spring.

TOTALLY LUCIOUS CAKES (T.L.C.): Sign up to make a Brinker staff member a cake for his/her birthday and deliver it to the school. Recipes and instructions are provided.

VERY INTERESTED PARTNERS PROGRAM (VIP): Work one-on-one with selected students on school subjects determined by the teacher. In addition, this position may read with a small group of children on a regular basis depending on need. Time commitment is rotational for at least one semester, one to two times per week for 30 minutes to one hour.

YEARBOOK: Involves taking photos at school events and assisting with yearbook layout and distribution.

YOUTH & SAFETY: Work with chair to plan different opportunities to educate our children on a variety of safety issues (i.e. street crossing).