



Lincroft PTA

PTA VOLUNTEERS & COMMITTEE CHAIRS
OPEN POSITIONS 2021-2022



GET INVOLVED. CHAIR A PTA COMMITTEE OR VOLUNTEER!

There are several committee positions open for the next school year, with more possible as the year continues.

Take a look at the list on the following pages, then submit your name to volunteer via the SignUp Genius link at <https://www.signupgenius.com/go/10c0c48a4a72da2f8c25-20212022>

Where do your passions & interests lie? How can YOU help bring energy and ideas to our school??

TYPES OF POSITIONS

(1) COMMITTEE CHAIRS

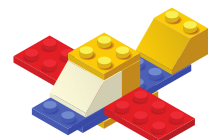
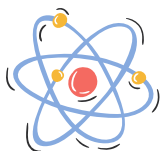
- 2 volunteers to chair the committee for an important event or program.
- You and your co-chair will call for your committee volunteers closer to the start of the school year.
- Begin planning and brainstorming over the summer as needed.
- Work with the Fundraising or Programs Coordinator (PTA Board Member) for direction & budget information.

(2) PTA REPRESENTATIVES

- Represent the Lincroft School PTA at important district events or meetings.
- Take notes and share your updates with the Lincroft PTA Board and our parent community.

(3) PROGRAM VOLUNTEERS

- These opportunities are smaller in nature and do not require committees.
- You and your fellow volunteers will manage the program or task for the school year.





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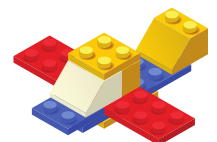
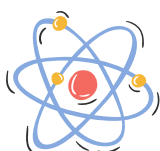


OPEN OPPORTUNITIES: (1) COMMITTEE CHAIRS

- **Clubs & After-School Programs (2 Co-Chairs):** Help plan and run after-school clubs and programs for the student body. *Work with the PTA Board Programs Coordinator.*
- **December Holiday Event (2 Co-Chairs):** Plan and execute the annual holiday event. What should the event look like? Where should it be held? *Work with the PTA Board Fundraising Coordinator.*
- **Fall Festival (2 Co-Chairs):** Plan and execute the annual school fall festival. One of our most fun & well-attended events of the year! *Work with the PTA Board Fundraising Coordinator.*
- **Family Night at the Blue Claws (2 Co-Chairs):** Plan and execute this fun family event. *Work with the PTA Board Fundraising Coordinator.*
- **Fun Day (2 Co-Chairs):** Help plan a FUN DAY outdoors for the entire school in the spring. Lots of games, activities and memories for all. *Work with the PTA Board Programs Coordinator.*
- **Family Movie Nights (2 Co-Chairs):** Plan and execute 2-3 family movie nights during the school year. *Work with the PTA Board Programs Coordinator.*
- **Red Bank Armory Ice Skating Event (2 Co-Chairs):** Plan and execute event. *Work with the PTA Board Fundraising Coordinator.*
- **Library & Scholastic Book Fair (1 Chair):** Did you know the Lincroft School Library is entirely volunteer-run? Channel your inner book-lover while you and your committee of volunteers help students check out books, organize the stacks, and help select new books for the collection. *Work with the PTA Board Fundraising Coordinator re: Book Fair.*
- **STEMfest (2 Co-Chairs):** Love science? Who doesn't?! What was formally our annual Science Fair & LEGO Brickfest have been combined into STEMfest! Help us plan & run these engaging and exciting events. *Work with the PTA Board Programs Coordinator.*
- **Summer Events (2 Co-Chairs):** Plan and execute 2-3 family fun events during the summer, to keep our community connected and help welcome new students. Past events have included a petting zoo, painting paw prints on the front driveway, softball game, etc. *Work with the PTA Board Programs Coordinator.*
- **Trunk or Treat (2 Co-Chairs):** Plan and execute this annual Family Fun event. *Work with the PTA Board Programs Coordinator.*

COMING SOON: Theater Week & Talent Show.

These events typically occur in late spring. If we are able to hold these events for the 2021-2022 school year, the PTA Board will call for volunteers to the chair these committees and begin planning in December 2021.





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OPEN OPPORTUNITIES: (2) PTA REPRESENTATIVES

- **Board of Education Rep:** Attend all district public board meetings (in-person or virtual). Take notes and report back to the Lincroft PTA community.
- **PIC Rep:** Attend all district Parent Information Council meetings as 1 of 2 official Lincroft School PIC reps. Take notes and report back to the Lincroft PTA community.

OPEN OPPORTUNITIES: (3) PROGRAM VOLUNTEERS

- **Box Tops Program Coordinator:** Manage the schools Box Tops for Education yearlong fundraiser. Provide information to parents about how to register for the program, how to submit their receipts, and manage our school account as needed to ensure funds are received and accounted for. *Work with the PTA Board Fundraising Coordinator.*
- **Class Rep Liaison:** Manage the Lincroft School Class Representative program. Review applications from parent volunteers, select class parents, recruit volunteers for classes as needed. Communicate with Class Reps on behalf of the PTA Board re: protocols and expectations, and to relate information directly to parents as needed. Hold an organizing meeting at the beginning of the school year for the Class Reps. Manage the Class T-Shirt order for the year. *Work with the PTA President(s).*
- **Student Newspaper Coordinator:** Organize & lead the student newspaper program. Recruit student writers, provide them with guidance and editing, and oversee publishing (whether print and/or online). *Work with the PTA Board Programs Coordinator.*
- **Pretzel Days (4 Volunteers):** Organize and run monthly "Pretzel Days", a popular fundraiser for our students. Coordinate parent ordering at the beginning of the school year, and arrange for pickup, delivery & distribution of pretzels at school each month. *Work with the PTA Board Fundraising Coordinator.*
- **School Store (4 Volunteers):** Plan School Store days once per month. Select items for store & coordinate purchasing. Rotate with your fellow volunteers to run the school store during lunch period. *Work with the PTA Board Programs Coordinator.*

