



# 2015-2016 Volunteer Opportunities & Sign-Up Sheet



Please decide which of your talents you will share with JCHS this year by selecting from the volunteer opportunities below. Once you have completed the form, you will be contacted by the Parents' Guild or the Institutional Advancement office prior to the date of the event.

*If you pay for your son's or daughter's tuition twice a year, you are required to complete 5 service hours per year; if you pay tuition monthly, you must do 10 service hours per year. It is required that 5 of the volunteer hours be completed the first semester of school. If you pay your student's tuition in full, you are not required to do service hours, although we strongly encourage you to get involved. Please print your information below.*

**Student(s) Name and Grade** \_\_\_\_\_

**Mother/ Guardian's Name** \_\_\_\_\_

E-mail Address \_\_\_\_\_ Cell Number \_\_\_\_\_

Job Title \_\_\_\_\_ Employer \_\_\_\_\_

**Father/ Guardian's Name** \_\_\_\_\_

E-mail Address \_\_\_\_\_ Cell Number \_\_\_\_\_

Job Title \_\_\_\_\_ Employer \_\_\_\_\_

## **Mega Drawing (August 1, 2015-October 23, 2015)**

- Sell tickets at Parish
- Sell tickets at Sporting Events

## **Homecoming Football Game (September 25, 2015)**

- Set up (5pm) and take down (10pm)
- Help serve food at the game (6-10pm)
- Provide food and drinks (Sign Up Genius)

## **Grandparents' Day (October 7, 2015)**

- Provide food and drinks (Sign Up Genius)
- Help serve refreshments (9:30- 10:30 am)

## **Open House (October 23, 2015)**

- Set up (2 pm) Clean Up (9 pm)
- Provide food and drinks (Sign Up Genius)
- Help serve food at the tailgate (5-7 pm)

## **Lunch Room (Daily 11 a.m.- 12:30 p.m.)**

- Help Serve Food

## **Office/Clerical/ School Support**

- School Mailings
- Help with scrapbook

## **JCHS 50<sup>th</sup> Anniversary Celebration Gala (February 6, 2016)**

- Co-Chair
- Sponsorships
- Auction Acquisitions
- Donate item (5 hours)
- Basket Party
- Program Ad Sales
- Volunteer at event
- Set Up
- Clean Up

## **Golf Tournament (April 30, 2016)**

- Sponsorships
- Acquire Raffle Items
- Set Up
- Clean Up

### **Teacher Appreciation Week (May 2-6, 2016)**

- Provide food and drinks (Sign Up Genius)
- Set up/ Clean up

### **Quarterly Lunches for Faculty and Staff**

- \* October 25, 2015 (Freshman Parents)
  - Provide food and drinks (Sign Up Genius)
  - Setup/Serve/ Clean Up
- \* December 17, 2015 (Sophomore Parents)
  - Provide food and drinks (Sign Up Genius)
  - Setup/Serve/ Clean Up
- \* February 18, 2016 (Junior Parents)
  - Provide food and drinks (Sign Up Genius)
  - Setup/Serve/ Clean Up
- \* May 5, 2016 (Senior Parents)
  - Provide food and drinks (Sign Up Genius)
  - Setup/Serve/ Clean Up

### **METS Stadium Concession (TBD)**

- Volunteers (Sign Up Genius)

### **Sell Spirit Items**

- Sell items at athletic events

\*Other ways you can volunteer are available include through our Athletic Department. Please contact your son or daughter's coach or our Athletic Department at [SRipley@johncarrollhigh.com](mailto:SRipley@johncarrollhigh.com)

\*If you have any additional questions, please contact Carollynn Somoza at [Somoza471@aol.com](mailto:Somoza471@aol.com) or 772-708-2677 (Parents' Guild President) or Jennifer Trefelner at [JenniferTrefelner@JohnCarrollHigh.com](mailto:JenniferTrefelner@JohnCarrollHigh.com) or 772-464-5200.

\*Food, Drink, and Supply Values: One Service Hour Equals: 48-package of drinks OR 1 batch of food OR a pack of napkins, utensils, and plates

\*To submit your service hours, please log on to RenWeb.com and enter the data regarding your service work. Once you are logged in to RenWeb, click on the "Family Information" tab, Service Hours, Add Service Hours, and enter the description, hours, notes, and a JCHS staff member or coach who can verify your work. Parents will be billed in May if they have not completed the service hours.

\*The Sign Up Genius system allows parents to enter the volunteer information that they are interested in completing. This system is free and will be utilized throughout the year.

\*The John Carroll High School Parents' Guild mission is to promote volunteerism and to work to provide funds to support the school for the benefit of all the students. The group's mission is to offer their talents to provide help with activities as needed throughout the school, including promoting communication between parents and staff, raising funds in support of Catholic education and resources for the staff, and enhancing the school community spirit through activities.

### **Baccalaureate Reception (May 18, 2016)**

- Provide food and drinks (Sign Up Genius)
- Setup/Serve/ Clean Up

### **Project Graduation (May 20, 2016)**

- Donate items
- Set Up/ Work at event/Clean Up

### **Poinsettia Sales (November 2-23, 2015)**

- Sales
- Distribution (December 7)

### **Freshman Orientation (February)**

- Provide food and drinks (Sign Up Genius)
- Help serve refreshments

### **Ram-bassadors**

- Take photos at JCHS events
- Share posts on social media