

St. Therese School 2022-23 | VOLUNTEER REQUIREMENT

| VOLUNTEER OPPORTUNITY | DESCRIPTION | DATE* |
|-------------------------------|--|----------|
| Back-To-School Event | Help us welcome families back to St. Therese School with an evening of fun. Coordinate a fun, easy, and casual event. | Sept. 30 |
| Bike Safety Event | NEW! This year we welcome South Lake Police Dept. to St. Therese for a Bike Safety class. This hour long class will provide students the opportunity to learn the rules of the road and stay safe! Volunteers will work to set up and take down, as well as determine any additional "fun" that can be planned into the hour-long event. | Oct.1 |
| Picture Day Assistant | Assist teachers and photographers to help picture day run smoothly and ensure that kids look their best. Volunteer responsibilities will/may include: ushering classes/students to and from the classrooms to the photo area, assisting students with hair and clothing. | 6-Oct |
| Middle School Fright Night | Assist Marketing POC with an evening of fun for Middle School students. Work with students to ensure a fun, meaningful event. Help execute communication, snacks, activities, and be present the night of to assist. | 28-Oct |
| Trunk or Treating | Assist Marketing Team with coordinating the communication, Sign-Up Genius, Prizes, Judges and mapping the route of parade goers. Assist with building excitement and potential improvements from last year. | 29-Oct |
| PreK Kindergarten VIP Event | Assist with a VIP Open House experience for current ELC families that are considering STS. Meet to consider all elements of the event from invitations to follow up post-event. | 18-Nov |
| Grandparents Day Volunteers | Work with Parent Association Coordinators to set up for STS Grandparents Day when we welcome grandfriends to our school and parish. Volunteer responsibilities will/may include: procuring supplies, décor and refreshments and setting up the evening before day-of greeting, ushering and serving, and cleaning up. | 22-Nov |
| Christmas Box Project: Set Up | Each year St. Therese partners with Sharing and Caring Hands to provide shower kits for people they serve. Volunteers will work with the event lead to organize the drive for items, shop to fill in items that are needed, count and stage items for packing, oversee the packing of the items by the students in their virtue houses, and complete final counts and quality control before the packages are brought to the parish for delivery. This is a day-time event. Volunteers need be available after school Friday, Dec. 2nd to count items from 2:30-4:30pm AND from 8:00am-11:00am on Tuesday, Dec. 6th to work with the virtue houses to pack the kits, in addition to flexible time in early December to assist in organizing the event. | Dec.2 |
| Moms' Day | Work with Parent Association Coordinators to plan and execute a special morning to celebrate the moms in the STS community! The morning begins with mass followed by refreshments in the community room. Volunteer responsibilities will/may include: procuring supplies, decor & refreshments, setting up community room the day before, day of greeting, ushering and serving, and cleaning up. | 7-Dec |
| Catholic School Week Mass | Work with Parent Association Coordinators to plan décor and refreshments for a reception following 10am Mass to kick off Catholic Schools Week. Volunteer responsibilities will/may include: setting up décor, planning and procuring refreshments, serving, greeting, and answering questions about STS for interested parishioners. | 29-Jan |
| Dads' Day | Work with Parent Association Coordinators to plan and execute a special morning to celebrate the dads in the STS community! The morning begins with mass followed by refreshments in the community room. Volunteer responsibilities will/may include: procuring supplies, decor & refreshments, setting up community room the day before, day of greeting, ushering and serving, and cleaning up. | 17-Mar |
| Middle School Dance | Coordinate Middle School Dance alongside the STS middle school students. Determine what an evening together might entail and execute all the details to make it happen. From invitations, to a DJ - it's your time to lead the charge! | Winter |

| | | |
|---|---|--------------------------|
| Recess Duty | NEW! Your selection commits you to 6 days of recess duty--one day per week for 6 weeks. For example if you select Monday Sept 5- Oct 14, you are committing to recess duty every Monday for those 6 weeks. Work with school staff to ensure there is fun and safety for all during recess. 1 hour per week for one trimester of the school year. Volunteer responsibilities will/may include: attending recess to help monitor the activities of the students and maintain safety on the playground and surrounding areas. | 6 weeks (1 day per week) |
| Classroom Parent | Plan and facilitate classroom parties (Halloween Party, Christmas Party and Valentine's Day Party), Encourage family participation in St. Therese events outside the classroom, Assist in planning class parent party. Volunteer responsibilities will/may include: Coordinate a one hour party for three classroom parties on selected date. Plan party and solicit volunteers to lead several stations usually consisting of snacks, crafts, games, etc. Need to be available to facilitate at party including arriving early to set up and staying after to clean up. Send reminder emails for events such as Women's retreat, St. Therese Family Fun nights, Curriculum night, etc. Work with parents of classroom to find a host for a classroom party (adults only) to take place at some point during the school year. | Entire Year |
| Art Adventure | Art adventure is a program that engages our students with artworks from the Minneapolis Institute of Art. We are looking for one to two parents per classroom to be a "Picture Person." The "Picture Person " will attend one training on Wednesday, October 5th at 10 am at the MIA. (Virtual training is available if you're not able to make in-person training.). This training will equip you with all you need to know to do the job! From November through January, you will work with your child's teacher to schedule three 40 minute in class lessons to show the students the artwork and do a corresponding project. (Art project ideas and materials will be provided for you.). We will end the program with a field trip to the MIA in February to view the art in person! | Entire Year |
| Copy Room Helper | Help St. Therese teachers each week by spending time in the copy room taking care of all their weekly copy needs. | Entire Year |
| Parents Association | The St. Therese Parent Association is an organization of parent volunteers supporting principal and staff to enrich the STS experience. The committee plans and executes events in and around school with the goal of building community and strengthening the relationships of students, parents, families, and staff. | Entire Year |
| Marketing Committee | The goal of the Marketing committee is to increase enrollment at St. Therese School by raising awareness in the community, retaining current students and engaging in external marketing efforts. Committee members meet monthly to discuss and execute plans to reach this goal. | Entire Year |
| Watch for more opportunities coming soon! | | |
| *Dates may fluctuate, dates listed are based on history and current plans. Specific times will be communicated when the project kicks-off | | |