

HCS PARENT VOLUNTEER SKILLS AND INTERESTS INVENTORY

Name: _____

ADMINISTRATIVE SUPPORT

- Board experience
- Financial analysis/strategic funding
- Grant development
- Legal expertise/legislative knowledge
- Political action/lobbying
- Strategic thinking/long-range planning

FOOD SERVICE

- Baking for classroom/school events
- Cooking for classroom/school events
- Kitchen helper (occasional or regular)

ARTS/CULTURE/CRAFTS

- Artist
- Craft Night Volunteer
- Year Book design/layout/helper
- Knitting/crocheting
- Musician
- Scrapbooking
- Sewing/embroidery/needle crafts
- Storyteller/performer
- Theatre direction/Backstage production
- Mad Hot Ballroom asst. volunteer
- Creativity Committee

COMMUNICATIONS / MARKETING

- Desktop publishing/graphic design
- Photography
- Public relations/marketing
- Video production
- Website development
- Writing/editing

SPECIAL EVENTS SUPPORT

- Event coordination/planning
- Setup/cleanup
- Gear sales

RECREATION SUPPORT

- Coaching
- Craft projects
- Playground assistant (occasional or regular)
- Troop / youth club / 4-H leader

OUTREACH SUPPORT

- Admissions Team
- Childcare during school events
- Fundraising Team (planning/coordination)

- Parent Engagement Team
- Telephone reminders

CONSTRUCTION/MAINTENANCE

- Carpentry
- Cleaning
- Debris removal/recycling (truck owner)
- Electrician
- Flooring/tiling
- Handy worker
- Painting
- Plumbing

LAWN/YARD

- Gardening/weeding/raking
- Snow shoveling
- In class garden educator

FAMILY HEALTH/FITNESS

- Exercise/fitness leader
- First aid/CPR trainer
- Resource referral
- Legal referral/pro bono advice
- Wellness Fair resource (list your area)
- Mentoring/parent support

CLASSROOM SUPPORT

- Classroom assistant (occasional, on-call)
- Field trip chaperone
- Materials making
- Math tutor
- Reading tutor
- Art or craft leader

OUTREACH ACTIVITIES

- Community service
- Craft Nights
- Men's Group
- Nature outings
- Parent-child Book Club
- Women's Book Club
- Women's Nights Out (dinner, theatre, etc.)

ON-SITE SUPPORT

- Bulletin board creation
- Library assistant
- Lost & Found/Sharing Corner maintenance
- Office help (phones, mailings etc.)

OTHER INTERESTS / SKILLS / IDEAS

Name of Child(ren): _____

Parent Involvement Availability Form

This form is for the parent involvement coordinator and the room parents to help assign duties, make volunteering easier and make sure we aren't asking anything of you when you aren't available.

Name: _____ Date: _____
Primary Phone Number _____ Employer _____
Cell Phone number _____ Position _____
Email address _____ *Your employee information may allow us to be
Secondary email _____ eligible to receive certain grants*

Preferred method(s) of contact, please select all that apply:

- Call
- Text
- Email

I am available with advance notice to be in the classroom/chaperoning/ free to help out around the building with a preference for the following days and times.

- Monday Tuesday Wednesday Thursday Friday
- Morning Morning Morning Morning Morning
- Afternoon Afternoon Afternoon Afternoon Afternoon

If you are free to regularly volunteer (example: I am usually or sometimes free on Tuesday mornings from 9-10:30) please indicate below

I am interested in helping out with the following:

Taking home materials, volunteering for evening and weekend events

(please circle all that apply)

Evenings/weekend/ take home work

I may be free to carpool.

Number of seats available _____

Within _____ distance from my home.

Making reminder phone calls.

Organizing classroom celebrations.

Helping out with the classroom fundraiser.

Organizing birthday, holiday, and other celebration gifts and cards for the teacher and assistant.

I am interested in possibly being a room parent in the future.

I am interested in being trained as a potential board member