



Lead/Room Parent Members

Description:

Providing help to the class according to the teacher's needs is the primary responsibility of the Lead/Room Parent. Following the lead of your teacher is extremely important. This is HIS or HER classroom. Teachers' needs will vary. Please try to be very conscious of this. Some teachers will desire all the help they can receive, while others will only want help on occasion.

Responsibilities:

- ⤴ Be good listeners for your teachers. Make notes of their suggestions and concerns . This will enable you to provide the teachers with the best possible support.
- ⤴ All parents are encouraged to attend meetings. We will be emailing room parents reminders of these meetings approximately one week prior to the meeting. I would ask that you pass these reminders on to the parents in your class.
- ⤴ You may be asked to help enlist volunteers for various school functions during the year.
- ⤴ Assist the teacher and office in keeping up to date phone numbers and addresses of all families. If you find a wrong number or a disconnected number, please advise the school office immediately.
- ⤴ Work and coordinator with Volunteerism committee.

Team Member:

- ⤴ Help the class according to the teacher' needs.
- ⤴ Share opportunities with all interested parents.
- ⤴ Recognize that parents have different levels of giving.
- ⤴ Provide enough advance notice to parent volunteers.
- ⤴ Keep parents informed of Meetings and encourage them to volunteer .

Skills:

- ⤴ Friendly personality
- ⤴ Belief in the mission of Marcus Garvey
- ⤴ Strong communication and organization skills



Committee/Lead Parent Application

Contact Information

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

Availability

During which hours are you available for committee assignments?

- Weekday mornings Weekend mornings
 Weekday afternoons Weekend afternoons
 Weekday evenings Weekend evenings

Interests

Tell us in which areas you are interested in volunteering

- Administration
 Classroom Lead Parent
 Special Events
 Fundraising
 Marketing
 Father's of Garvey
 Newsletter
 Mother's of Garvey

Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer/committee work, or through other activities, including hobbies or sports.

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Previous Volunteer /Committee Experience

Summarize your previous volunteer /committee experience.

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Person to Notify in Case of Emergency

Name	
Street Address	
City ST ZIP Code	
Home Phone	
Work Phone	
E-Mail Address	

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal. I understand as a committee member I must attend at least 75% of the meeting .

Name (printed)	
Signature	
Date	

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

Thank you for completing this application form and for your interest in volunteering with us.