

School-Run Program Support **Volunteer Positions**

The volunteer opportunities to support current school-run programs could be endless, ranging from classroom volunteer, to reading to young students, to college and career counseling volunteer (see more examples below). The requirements for those different jobs vary greatly depending on the school as well as the program.

The one position we recommend, regardless of the program, is that of Director. The Procurement and Transportation Teams might have support opportunities as well.

Program Support Director

- Wants to help alleviate the burden on schools and students, and to make things run smoothly to build an efficient and effective support program.
- Duties:
 - Makes sure the lead volunteers are where they need to be
 - Coordinates and recruits all other volunteers
 - Makes sure the school stays updated and stays comfortable about the partnership
- Skills needed:
 - Organization
 - Leadership
 - Inspiration
 - Positivity
- Hours required:
 - 10-20 hours/week

Procurement Team

The Procurement Team (see Volunteer Organization document under "Process") should be contacted and available to help obtain donations of equipment and goods as needed.

Transportation Team

The Transportation Team (see Volunteer Organization document under "Process") should be contacted and available to help transport equipment and goods as needed.

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Below are some additional potential opportunities for school-run program support:

- **Drama**
 - Director
 - Costume
 - Lighting
 - Sound
 - Staging
 - Scripts
 - Concessions
 - Box office

- **Counseling**
 - Assistant to the counselor
 - Scheduling
 - Program referrals

- **Leadership**
 - Assistant to the teacher
 - Volunteer teacher
 - Assembly and special events coordinator

- **Library**
 - Book checkout
 - Organization
 - Reading to students

- **General classroom**
 - Teacher's aide
 - Classroom organization
 - Creating supplies/crafts
 - Supervisor
 - Tutoring
 - Supply procurement

- **Computer room**
 - Assistant
 - Supervisor
 - Procurement
 - IT

- **Art**
 - Volunteer teacher
 - Classroom presentations
 - Procurement
 - Supervisor

- **Home economics and shop**
 - Procurement
 - Volunteer teacher
 - Creating supplies
 - Organization
 - General knowledge

- **Health**
 - First aid
 - Education
 - Supplies

- **General administrative**
 - Front office
 - Classroom
 - Any other program