

## **CFS Parent and Guardian Volunteer Opportunities 2009-2010**

*Please return completed forms to the orange box in the main office by Friday, October 2. You may also mail the form to Cambridge Friends School,  
Attn: Parent Volunteer Coordinator, 5 Cadbury Road, Cambridge, MA 02140.*

\_\_\_ **Multicultural Friends Potluck, October 18.** This dinner is a festive annual favorite for all ages. Celebrates diverse traditions of food, dress, music, and dance. Help with organizing, publicity, decorations, entertainment, setup, cleanup, or supervision. 2 - 10 hours.

\_\_\_ **Student Picture Day, October 27.** Volunteers help out during individual and class photo sessions. 2 - 3 hours.

\_\_\_ **Book Sale: November 16 - 22. (Signature CFS Event).** Many volunteers needed for this annual highlight organized by the library. Price and sort used books prior to the sale or stock and cashier during it. A great way to get to know other parents and guardians as well as students, teachers, and staff. Flexible hours.

\_\_\_ **Art & Artisans: A Winter Art & Crafts Show, December 4 - 5. (New Event!)** Artists' and artisans' works will be showcased at this holiday gift-giving time of year, complete with a formal evening art opening. Help with organizing, publicity, decorations, entertainment, setup, cleanup, or supervision. 2 - 10 hours.

\_\_\_ **Super Sleepover, April 9 - 10. (Signature CFS Event).** This parent-led fundraiser is a favorite of grownups and kids alike. Help with planning and registration, or volunteer to spend the night and help supervise the many fun activities. 2 - 15 hours.

\_\_\_ **Significant Elders Day, May 7. (Signature CFS Event).** Helping at this event is a wonderful way to get to know and appreciate the extended CFS community. Volunteers help to set up, welcome and escort guests, and assist in classrooms. 2 - 4 hours.

\_\_\_ **Music Festival, May 15. (Signature CFS Event).** In its second year, the Music Festival has already become one of the school's biggest community-building, fund-raising, and promotional events. Held at Friends Meeting at Cambridge (CFS's Founder), the Music Festival generates lots of excitement for the wonderful food, activities, and musical acts showcased throughout the day. Volunteers are needed to join the Music Festival Committee in several key and support roles, from pre-planning, program book advertising sales, and advance ticket sales, to day-of-event logistics. Time commitment is flexible.

\_\_\_ **Class Giving Agents.** Work with the Development Office to attain the goal of 100% Annual Fund participation. Class Giving Agents will contact parents in their child's grade via letter and e-mail and during our phonathon effort in support of **FRIENDS TOGETHER, THE CAMPAIGN FOR CAMBRIDGE FRIENDS SCHOOL.** Typically two guardians or parents per class share these responsibilities. 10 – 20 hrs.

\_\_\_ **Phonathon Callers.** Make scripted calls to members of the CFS Community who have received our **FRIENDS TOGETHER, THE CAMPAIGN FOR CAMBRIDGE FRIENDS SCHOOL** Annual Fund mailing but have not yet made a gift. Calls can be made from home or at CFS. We need friendly, eager volunteers with good telephone skills for this important volunteer activity. 5 – 10 hrs.

\_\_\_ **CFS 50<sup>th</sup> Anniversary.** CFS will be celebrating its 50<sup>th</sup> anniversary in the academic year 2011 – 2012. To mark this milestone, we are seeking parents to serve on the anniversary committee along with faculty, staff, and administrators. Committee meetings will occur monthly, as we begin to design and craft events and projects building to a large celebration in 2011-2012. 5 – 10 hrs. per month.

\_\_\_ **Parent Coffees, last Friday of each month, 8:00-9:30 a.m.** Help make coffee, set up room, and schmooze. A great way to connect with other parents. 2-4 hours.

\_\_\_ **Gardening Group.** Help with outdoor plantings during fall, spring and summer months. Flexible hours.

\_\_\_ **Faculty Appreciation Buffets.** On **five Thursday afternoons in the spring**, parents and guardians from buddy grades pair up to provide a feast to thank faculty and staff for all they do. Volunteers needed from each grade to coordinate contributions, decorate, set up and clean up. Dates for each grade TBA. 2 - 4 hours.

\_\_\_ **Library Support.** Help to shelve and arrange books. Flexible daytime hours.

\_\_\_ **Office Support.** Help with CFS mailings, copying, and special projects on an as-needed basis. Flexible hours.

\_\_\_ **Admission Office Support.** Help with CFS mailings, copying, and special projects on an as-needed basis. Flexible hours.

\_\_\_ **Admission Events and Marketing.** Help with community outreach and promoting the mission of the school as assigned by the Director of Admission. Flexible hours and possible evening hours.

\_\_\_ **School Bulletin Boards.** Help maintain the community notice board and the CFS information board to keep them up to date and easy to read. 1 hour per week.

\_\_\_ **Family Fun Afternoon.** Help next year with this outdoor back-to-school event by assisting with games, activities, and refreshments. Early September 2010 (first Sunday after school opens). 2 - 4 hours.

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**Do you have any special talents, interests, or professional expertise that you would like to share with the school? Is there something you would like to do for the school that isn't listed here? Please let us know! (Use space below.)**

Parent or Guardian 1: \_\_\_\_\_

Parent or Guardian 2: \_\_\_\_\_

Child (ren): \_\_\_\_\_ Grade(s): \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell 1: \_\_\_\_\_ Cell 2: \_\_\_\_\_

E-mail 1: \_\_\_\_\_ E-mail 2: \_\_\_\_\_

Best way to contact you: \_\_\_\_\_

**MANY THANKS FOR YOUR SUPPORT!**

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*If you would like more information about any of the listings, please contact parent volunteer coordinator Laura Brewer at (617)625-5702 or [p.volunteers@cfsmass.org](mailto:p.volunteers@cfsmass.org).*