



Our school community is amazingly rich in the diversity of backgrounds and talents found among our parent body. Everyone has gifts to offer: for some it may be time and energy; for others it is expertise in a given field, professional resources, or financial support. All forms of contribution from within the school community are vital to our long-term growth, and provide the school with the means to realize its present and future goals beyond what a fixed budget can allow.

Your presence and involvement as a volunteer will enrich the life of the school and give you an opportunity to become more closely involved in your child's education and social life experience. We encourage each family to consider the areas on the Volunteer Form where they might most enjoy being of service to the school.

### **YEAR LONG VOLUNTEER OPPORTUNITIES**

#### **Admissions Orientations/Tours**

Volunteers are needed to assist the Enrollment Coordinator and Outreach Coordinator, with regularly scheduled orientations offered weekly, in addition to the HAIS admissions fair in the school year. You'll welcome prospective parents and have opportunities to learn more about Waldorf education.

**Duties:** Set up curriculum displays and refreshments; greet attendees; help with clean-up; Assemble application packets for Enrollment.

#### **Annual Fund Steering Committee**

The Annual Fund is the cornerstone of Honolulu Waldorf School's fundraising efforts. The Annual Fund Committee leads the drive for support from current parents.

**Duties:** Attend informational session at the school (Summer/Spring); Help compose/design annual fund letters and brochures; Contact Class Parents in a timely manner to discuss the Annual Fund and to enlist their help to solicit donations/pledges from the parent body; Keep information confidential; Assist with any related mailings.

#### **Parent Hui**

The community is the foundation of the Honolulu Waldorf School (HWS) and the environment that our children/students will be raised within. A strong community helps maintain a strong and nurturing school that leads to healthy, joyful, and empowered individuals. The Parent Hui will support the growth and sustainability of the school and strengthen the Waldorf community. The Hui strives to initiate and organize parent education (head); embrace and welcome new families to our HWS ohana (heart); and provide any hands on support that the faculty and staff may need (hands).

#### **Community Outreach**

Volunteers are needed to assist with community outreach opportunities to share Waldorf education with the greater community via student performances and displays of student artwork. You will have the opportunity to learn more about Waldorf education as you work with admin staff and faculty.

**Duties:** Work with the school's Enrollment/Marketing Committee to research venues for performance and display opportunities; set up and dismantle displays as needed; Assist with coordination of and promotion of performances/events as needed.

## SHORT-TERM VOLUNTEER OPPORTUNITIES

### Picture Day:

Picture Day for individual students and class photos occurs early in the school year and requires volunteers to help distribute/collect order forms and manage students.

**Duties:** Facilitating photo-taking of students; helping with distribution and collection of photo order forms. (1 or 2 days).

### Festivals and Concerts

Michaelmas, Day of the Dead, Winter Festival, Winter and Spring Music concerts, Salsa Night, May Day: These are many of our wonderful festivals celebrated throughout our school year each with its own needs for assistance.

**Duties:** Costume and prop making, hair braiding; pre-performance classroom assistance; transporting music instruments to/from a venue; organizing potluck following many of the performances.

### Waldorfaire

Waldorfaire is a fun-filled, annual fair for that is a long-standing tradition at Honolulu Waldorf School. The fair celebrates Waldorf education with unique games and activities, handmade craft items, puppet shows, music, food, and entertainment, and serves as a bridge to promote awareness of our school in the greater community. Waldorfaire is organized and operated by our parent volunteers.

**Duties:** Coordinators are needed to lead each class/grade's designated activity. It is expected that every parent volunteer for at least one shift on the day of Waldorfaire.

### Tastes and Treasures

Held in March, this gala fundraising event welcomes the adult community to enjoy an evening of music, art, and live and silent auction items.

**Duties:** Transporting and setting up class projects and silent auction items pre-event; assisting with electronic bidding process during the event.

### Student Art Exhibit

**Duties:** Working with teachers and other parents to procure student art; photographing, printing and matting; hanging artwork at exhibit and breaking down display, removing mats, and returning artwork to students.

### Grandparents' Day

Grandparents and kūpuna are honored on this day with student performances, classroom visits at both campuses, and refreshments.

**Duties:** Setting up and cleaning up outdoor reception tables and refreshment; assisting students in greeting guests; distributing printed programs as needed. Other help includes donations of refreshment for the event.

### May Day

May Day is one of our special all-school festivals with students in Grades 1-12 performing Hawaiian music, chants, and dances on our outdoor stage of the Niu Valley campus. Following the program, families can enjoy potluck meals together.

**Duties:** Providing support for our Hawaiian Studies teacher and May Day director with communications, costume inventory, decorations, gathering flowers; lei making; pre-performance classroom assistance; set-up and clean-up.

**Note:** 4<sup>th</sup> Grade Class is responsible for gathering florals and decorating the stage and court area

**Please complete the attached Volunteer Form and return it to the Front office by the First Day of School.  
Mahalo!**

## Volunteer Form 2016-2017

*Please complete and return to the school front office*

Parent 1 Full Name: \_\_\_\_\_

Parent 2 Full Name: \_\_\_\_\_

Child's Name(s)/Grade Level(s) \_\_\_\_\_

**Please select 3 areas of interest by checking the appropriate boxes and please indicate Parent 1 or Parent 2 for selection of volunteer area. A description of each area of interest is included on the next two pages.**

ONGOING

Parent/s:

- |                          |                          |                                |
|--------------------------|--------------------------|--------------------------------|
| <u>1:</u>                | <u>2:</u>                |                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Admissions Orientations/Tours  |
| <input type="checkbox"/> | <input type="checkbox"/> | Annual Fund Steering Committee |
| <input type="checkbox"/> | <input type="checkbox"/> | Parent Hui Leadership Roles    |
| <input type="checkbox"/> | <input type="checkbox"/> | Community Outreach             |
| <input type="checkbox"/> | <input type="checkbox"/> | The Enchanted Forest Store     |
| <input type="checkbox"/> | <input type="checkbox"/> | Library Helpers                |
| <input type="checkbox"/> | <input type="checkbox"/> | New Family Mentoring           |

FESTIVALS

Parent/s:

- |                          |                          |                           |
|--------------------------|--------------------------|---------------------------|
| <u>1:</u>                | <u>2:</u>                |                           |
| <input type="checkbox"/> | <input type="checkbox"/> | Michaelmas (Sept)         |
| <input type="checkbox"/> | <input type="checkbox"/> | Day of the Dead (Nov)     |
| <input type="checkbox"/> | <input type="checkbox"/> | Winter Festival (Dec)     |
| <input type="checkbox"/> | <input type="checkbox"/> | Winter Concerts (Jan)     |
| <input type="checkbox"/> | <input type="checkbox"/> | Grandparent's Day (March) |
| <input type="checkbox"/> | <input type="checkbox"/> | Salsa Dance Night (April) |
| <input type="checkbox"/> | <input type="checkbox"/> | Spring Concerts (April)   |
| <input type="checkbox"/> | <input type="checkbox"/> | May Day (May)             |

OTHER EVENTS

Parent:

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <u>1:</u>                | <u>2:</u>                |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Picture Day (August)  |
| <input type="checkbox"/> | <input type="checkbox"/> | Waldorfaire Steering Committee (Fall)**                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Penny Harvest (November)                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Student Art Exhibit (Jan-Feb)                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Annual Waldorf Education Conference (Feb)                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Spring Gala Event Fundraiser (aka Tastes & Treasures) (March) |

***\*\*All parents are expected to participate in Waldorfaire. Please check this box only if you would like to take on a leadership role on the Steering Committee.***

OTHER AREAS OF SKILLFULNESS

Parent/s:

**1:**

**2:**

- Clerical/Bulk Mailings
- Data Entry
- Drawing
- Painting
- Calligraphy
- Photography
- Videography
- Knitting
- Crocheting
- Cross Stitch
- Sewing
- Creating Crafts
- Painting – (furniture, sets, structures)
- Woodworking/Carpentry
- Music - (accompaniment or performing)
- Cooking and/or Baking
- Gardening/Landscaping
- Facilities Help: \_\_\_\_\_
- Marketing/Media
- Interior Design/Decorating
- Costume Design/Creation
- Transportation vehicle for events
- Other: \_\_\_\_\_

---

---