

## **Volunteer Opportunities—A Brief Overview for Parents**

Nashville Notes is incredibly blessed to have dedicated families who understand and appreciate the value of integrating music and arts education into their childrens' lives. Coming together in ensemble and class settings, and glorifying God through the arts, is truly an amazing way to be a blessing to each other! In order to continue to be able to offer these ensembles and classes, it is important for volunteer positions to be filled.

Therefore, every family is required to cover 4 points worth of volunteer opportunities for the year. Thank you for your support in making NN a safe and happy place for our kids to be! The staff agrees – Tuesday is our favorite day of the week!

### **Event Volunteer Opportunities for 2021-22:**

**After Concert Clean Up (1 point)** - Volunteers reset performance space, reset rooms used on 2<sup>nd</sup> floor, and vacuum where needed after the Christmas **and** Spring Concerts.

**6 Total Positions**

**Banquet Set Up (1 point)** -Volunteers help Banquet Coordinator with all duties needed in setting up for the End of Year Banquet. Duties include: setting up tables and chairs, decorating, etc.

**2 Total Positions**

**Banquet Clean Up (1 point)**-Volunteers help Banquet Coordinator with all duties needed in cleaning up after the End of the Year Banquet. Duties include: cleaning tables, stacking tables and chairs, vacuuming, etc.

**2 Total Positions**

**Concert Rehearsal Day Monitor (2 points)** - Volunteer monitors the hallways during the dress rehearsal for the Christmas **and** Spring Concerts.

**3 Total Positions**

**Fall Party Coordinator (2 points)** - Volunteers organize the Fall Party held at Crieveewood Baptist on Tuesday, Sept. 28th at the end of the day. Volunteers email parents about event, collect money for pizza, set up, serve pizza, and clean up.

**2 Total Positions**

## **Semester Volunteer Opportunities:**

**Mid-Day 3<sup>rd</sup> floor Clean Up (4 points)**- Volunteer must be able to arrive at 11:30 to clean the rooms used on the 3<sup>rd</sup> floor. Duties include: making sure chairs have been reset according to pics texted each Tuesday, taking items left behind to the lost and found, emptying trash, making sure all white boards have been cleaned, and vacuuming if needed. This volunteer must have a cell phone to receive pictures.

***Total 1 Positions per Semester***

**End of Day 2<sup>nd</sup> floor Clean Up (4 points)** - Volunteer must be able to arrive at 3:00 to clean the rooms used and the Sanctuary located on the 2<sup>nd</sup> floor. Duties include: making sure chairs have been reset according to pics texted each Tuesday, taking items left behind to the lost and found, emptying trash, making sure all white boards have been cleaned, and vacuuming if needed. This volunteer must have a cell phone to receive pictures.

***Total 2 Positions per Semester***

**End of Day Fellowship Hall Clean Up (4 points)** - Volunteers must be able to arrive at 3:30 to clean the Fellowship Hall. Duties include: wiping tables, resetting tables and chairs, cleaning microwave, taking trash to dumpster, and vacuuming.

***Total 1 Positions per Semester***

**Front Lobby Monitor (4 points) –**

**Period 1 9:00 - 10:30 or**  
**Period 2 10:30 - 12:00 or**  
**Period 3 12:00 - 1:30 or**  
**Period 4 1:30 - 3:00**

Volunteer monitors front lobby area outside of the Fellowship Hall during their assigned **Period** of time. This position ensures a quiet space near the church offices and maintains awareness of any student movement in what should be a quiet zone. These volunteers are responsible for filling out a report each week that serves as an incident report. Volunteers take note of any safety concerns, patterns in bathroom breaks, etc.

***Total 1 Position per Period Each Semester***

**Teacher Support, hall stationed (4 points) -**

**Period 1 9:00 - 10:30 or**  
**Period 2 10:30 - 12:00 or**  
**Period 3 12:00 - 1:30 or**  
**Period 4 1:30 - 3:00**

Volunteers take attendance of the classes that meet during their assigned **Period** of time and then remain stationed in the hallway assisting teachers as needed. These volunteers are responsible for filling out a report each week that serves as an incident report. Volunteers take note of any safety concerns, patterns in bathroom breaks, etc. Note: Young children who can be quietly occupied in the hallway are welcome to join their parent.

***Total 3 Positions per Period Each Semester***

## **2 Options:**

1. Sign up for volunteer positions totaling 4 points.
2. Pay \$200 to "opt out" in order to relieve you of any volunteer obligations.

Note: "Opt Out" fund is used to pay \$10/hr for volunteer positions not filled due to sickness or otherwise. Please email Jodie Parker at: [administrator@nashvillenotes.org](mailto:administrator@nashvillenotes.org) if you would like to be put on the call list.