

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 children's 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 2020-21:

After Concert Clean Up (1 point) - Volunteers reset performance space, reset rooms used on 2nd 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 on May 14th. 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 on May 14th. Duties include: cleaning tables, stacking tables and chairs, vacuuming, etc.

2 Total Positions

Christmas Concert Reception Coordinator (1 point) – Volunteers coordinate the reception after the Christmas Concert on December 11th by emailing parents with instructions on what to bring such as, finger desserts and items to make punch. Must be able to arrive early to arrange tables, prepare and serve punch, and clean afterwards.

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, Oct. 20th 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:

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

Total 2 Positions per Semester

End of Day 2nd floor Clean Up (4 points) - Volunteer must be able to arrive at 4:30 to clean the rooms used and the Sanctuary located on the 2nd 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 3 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

3 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.
3. Sign your child up to volunteer. This option is for the responsible 12+ year old student who is willing to volunteer in your place. This is offered knowing that some need to work or have other obligations keeping them from volunteering. Please note you are responsible for setting your child up for success and overseeing that they are doing all that is required. This option is available for the following positions:

Banquet Setup and Cleanup
End of Day 2nd Floor Clean Up
End of Day Fellowship Hall Clean Up

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 if you would like to be put on the call list.