

MJE PTO Volunteer Opportunities

This is a list of volunteer opportunities for the school year 25-26. We are always in need of volunteers and will have many opportunities for you to get involved this year! That is why it is so important to join us for meetings and be added to our group chat!

[Volunteer Sign Up Form](#)



On-Going Volunteers

Super Bear Awards - 2 volunteers per quarter

Need: 2 volunteers to come to school after morning drop off for roughly 1 hr . You will be taking photos of the Super Bears for the quarter (about 70 students). There are 4 opportunities for this during the school year. This is such a cute opportunity with our bears!

Need: 1 volunteer to take down previous Super Bear photos and then hang the newly printed ones. Put previous ones in teachers' mailboxes.

Quarterly Awards - 6 volunteers per quarter

Need: Volunteers will fill out certificates (perfect attendance, citizenship, honor roll, etc.) for each grade level. Certificates need to be dropped off to the point of contact by the date given. *This task is completed off campus.

Bear Bucks - 2 volunteers per month (filled)

Need: Drawing Bear Bucks, cutting Bear Bucks tickets for teachers, awarding students classroom and grade level prizes.

Teacher Snack Cart - 2 volunteers needed per month

Need: We are looking for volunteers to help walk the snack cart around to teachers monthly. You will be oriented or accompanied by a veteran snack cart volunteer.

Fundraising/Spirit Nights - 3-4 volunteers needed

Need: Volunteers to help work with local businesses to organize Spirit Nights/Events.

Fundraising Signage - 1-2 volunteers

Need: Someone to help hang and maintain our sponsor's banners that hang on our fence. Ties sometimes need to be replaced and new banners need to be hung.

Bulletin Board - 2 volunteers needed

Need: Someone to update and maintain the bulletin board in the gym/cafeteria hallway. Decorate and post latest updates and PTO information. *This can be completed on campus on your schedule

Flyer Printing - 2-4 volunteers per quarter

Need: People to help print PTO flyers to be sorted into teacher mailboxes for disbursement. *This can be completed on campus on your schedule

Ink Recycling - 1 volunteer monthly

Need: Empty cartridges are picked up from school and recycled to Staples 1x per month.

Voicing robocalls - 1-2 volunteers

Need: Volunteers who can be available to record messages in the MJE office prior to events for calls that will go out to the school.

Signage - 1-2 volunteers for the year

Need: Someone to set up our outdoor sign in front of the school prior to events. Signs as needed for events and car line.

Playground Committee - 2-4 volunteers

Need: A group of parents to help walk the playground quarterly to assess maintenance needs. This group will also help propose structures, equipment, and upgrades to be added to the playground from our playground fund.

Room Parents - 1 volunteer per class (see your student's teacher for details)

Need: Be the liaison between the PTO and your assigned classroom. Room parent will need to commit to attending 1 PTO meeting per month. This person will be responsible for communicating PTO information and needs to their assigned teacher (and potentially other parents depending on teacher preference). As well as communicate teacher requests/needs back to the PTO.

Dads (parents) On Duty Group - 10+ volunteers

Need: Parents interested in helping with on campus jobs that may include physical tasks or use of power tools etc.

Event Volunteers**Fundraiser- 10 volunteers**

Need: This group will help with fundraising.

Trick or Treat - 8 volunteers needed to form a committee

Need: Volunteers to form a committee to plan and execute this event. Tasks include organizing booths, set-up and take-down, as well as help during the event. Event is held October 24th in the evening. *Additional volunteers may be needed for day of event.*

Winter Dance - 8 volunteers needed to form a committee

Need: A committee to prepare and execute this event under the guidance of our Student Event Vice President. This event will occur in January. *Additional volunteers needed for day of event.*

Valentine Grams - 5-6 volunteers

Need: Planning this year's valentine grams. Additional volunteers needed for assembling and sorting each grade level's grams.

Teacher Appreciation - 10-12 volunteers (May)

Need: Volunteers to help during teacher appreciation week to provide treats, lunch etc.

Bus Driver Appreciation - 1-2 Volunteers per half

Need: Volunteers to work within budget to purchase, assemble and distribute thank you gifts for all MJE bus drivers.

Charitable giving volunteers - 1 volunteer to run + additional committee/volunteers

Need: In past years we have run our Coat Drive and Penny Wars charity event. This year we are open to other charity drives to get our students involved in giving and community outreach. We are looking for a volunteer to head this up. This will take place in November.

Spring Fling - 10 volunteers needed to form a committee

Need: A committee to prepare and execute this event under the guidance of our PTO Board. This is our biggest PTO fun event of the year and is all hands on deck! Additional volunteers needed for sub-committees and many day-of volunteer spots.

Thank you!



Use this QR code to find the sign-up form

<https://docs.google.com/forms/d/e/1FAIpQLScZNwPCBcsG7GF1ZiJLhu5mSOpgtHe6EAYcyuf9FzVeEvfrcw/viewform?usp=header>