

HMS Orchestra Volunteer Committees



Parents: If you are able to volunteer, please complete this form and return to school. We really appreciate any help that you might be able to give. Thank you!

****VOLUNTEER TRAINING REQUIREMENTS****

Fulton County has changed its policy for anyone volunteering in the schools, anywhere within the school: classroom, Media Center, or on field trips. All volunteers must complete the **Child Abuse Reporting Protocol for Volunteers** slideshow and provide the certificate of completion to the front desk at HMS. Volunteers must also complete and submit the **Volunteer Information Form** to the front desk. Check the HMS website or see the Front Desk for more information.

Student Name(s): _____ **Grade** _____

Parent Name(s): _____

Parent Email: _____

Parent Phone: _____

_____ **Photography/Videography**

- Video recording HMS Orchestra performances
- Taking photos during HMS Orchestra performances and activities
- Submitting photos for publicity

_____ **Hospitality**

- Organizing orchestra concert receptions
- Organizing meals/snacks for field trips or special events
- Creating gift baskets for guest clinicians/conductors

_____ **Publicity**

- Creating posters/fliers for concerts
- Sending invitations (paper and/or electronic) for performances
- Sending photos, articles, and announcements to the media
- Promoting the HMS Orchestra throughout the community
- Social media

_____ **Chaperones**

- Field trips (riding the bus for day trips)
- Overnight trips for music competitions (7th & 8th grade)
- Assisting with students when performing at other locations
- Organize carpools for small group performances/events
- Driving small groups of students to area events

_____ **Programs**

- Creating programs for HMS concerts
- Copying programs
- Folding and organizing programs

_____ **Music Library**

- Organizing and filing music
- Stamping new music and books
- Counting and creating an inventory list of individual parts

_____ **Orchestra Uniforms**

- Measuring/Sizing students
- Checking uniforms before each concert
- Assisting students with last minute sewing issues

_____ **Scrapbook**

- Collecting photos and HMS orchestra memorabilia
- Creating and maintaining a HMS orchestra scrapbook
- Creating a video/photo montage of year's events

_____ **Fundraisers**

- Assisting with food/refreshments at event
- Collecting and organizing order forms
- Organizing and distributing prizes to students

_____ **Stage**

- Assisting with concert set-up and tear-down
- Assisting with moving large equipment and instruments
- Carrying large uniform and folder containers

_____ **Other**

What are your talents/hobbies? Can you donate any professional services to support orchestra activities? If you would like to make contributions that are not mentioned above, please list any areas of interest below.
