



## SAEA Parent Volunteer Organization Committee Information Form

Name \_\_\_\_\_

Email Address \_\_\_\_\_

Cell Phone \_\_\_\_\_

Date \_\_\_\_\_

Volunteers are the heartbeat of SAEA. We hope to make the volunteer experience meaningful. By having a choice of committees, our families can choose the ones that work best for them. Volunteering allows you to connect to the SAEA community and make a difference. SAEA volunteers can motivate and inspire others by giving their time, knowledge, and heart to support the Academy. We look forward to your participation!

### **PVO SUB-COMMITTEE: (Please check any committee(s) that you would like to be a part of):**

- St. Andy's Angels:** Assists families with major life events: new baby, illness, death of a loved one with meals and other needed assistance, natural disasters, facilitates faculty appreciation events, family dinner night(s), Volunteer Appreciation Day, teacher appreciation week, student life and extracurriculars.
- Event Committee:** Assists with event planning and major fundraisers; Murder Mystery, Clay Shoot, Blessing of the Fleet, online fundraisers, and other events to be determined.
- Ambassador Committee:** Assists with New Family Orientation, Book Fair, and Kite night/Cartoon on the Lagoon. Will be instrumental in volunteer recruitment for all sub-committees, will be a driver of communication for homeroom representatives and MS/HS representatives.
- Hospitality Committee:** Assists with Back-to-School BBQ/Family Fun Day, Share the Love Week/Valentine's Tea, School Dances, Fall Festival, Thanksgiving Feast, Kids Invite Someone Special continental breakfast (K.I.S.S.), Share the Love Week, and Valentine's Tea.
- I am unable to serve on a committee at this time. Please tell us how you plan to fulfill your service hour requirements this year.**

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### **If you are interested in serving in a leadership role on a PVO sub-committee, please check on the role(s) that you are interested in and we will provide you an application to complete:**

- Chair:** Create agenda, set meeting dates, set budget, and overall supervision of committee members.
- Vice Chair:** Advocate for the positive direction of the committee, help with agenda and assist chair with duties and be available to take over for chair, if necessary.
- Secretary:** Notes during meetings, assist volunteers with logging service hours, and work with development on promoting and marketing the event.

### **If you have any specific skill sets that could be done in exchange for volunteer service hours, please list them below: (Ex: plumbing, photography, graphic design, carpentry, etc.)**

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#### **AVAILABILITY FOR MEETINGS & VOLUNTEER OPPORTUNITIES (Please check all that apply).**

\_\_\_\_\_ Weekday Mornings    \_\_\_\_\_ Weekday Afternoons    \_\_\_\_\_ Weekday Evenings  
 \_\_\_\_\_ Weekend Mornings    \_\_\_\_\_ Weekend Afternoons    \_\_\_\_\_ Weekend Evenings

You may scan and return this form to us at [info@staacademy.org](mailto:info@staacademy.org) or drop it off at the Lower or Upper School. If you have any questions, please call us at 772-461-7689. Thank you!