

Mariners Christian School – Parent Teacher Fellowship Committee Positions & Descriptions

Committees are an exciting way to work side-by-side with other MCS parents to enrich our school. Committee chairpersons are required to oversee their committee activities and committee members, keep a committee notebook, and attend all school open PTF meetings each year.

- **Room Mom:** Two Room Moms from each class will be selected. Room Moms assist the teacher in coordinating classroom volunteers, field trips, parties and school projects. Please indicate desired grade level on the Service Commitment Form. Preference will be given to those parents who have not served before as a Room Mom. At least one Room Mom for each kindergarten class will be from a current school family.
- **Auction:** This is an elegant and exciting fundraising event held during a spring evening for parents, family, and friends of MCS. Committees are listed on the Service Commitment Form.
- **County Fair:** Is an all school family event of fun, fellowship and food held on the MCS field in October. Committees are listed on the Service Commitment Form.
- **Parents in Prayer:** This is a prayer ministry for our school, families, teachers, and staff. Presently it meets every Monday morning at 8:30am at MCS and is chaired by a parent. Everyone is welcome to be a part of this prayer team. A representative from each class is requested.
- **Special Needs:** This committee will coordinate communication and services between PTF and any school family or staff who is experiencing difficulties and is in need of practical and spiritual support. Works closely with teachers and Room Moms for referrals, as well as the Head of School and Parents in Prayer Chairman.
- **New Family Host:** This committee welcomes our new families! Each new family is assigned a host family to assist them with any questions they may have and communicates with them throughout the year as needed. The host family participates in one new MCS family welcome event scheduled at the beginning of the school year.
- **Art League:** Will help the art teacher with various projects and special events during the year.
- **Library League:** Will help the librarian select and catalog books and CDs donated by PTF or through the Birthday Book/CD program. This committee also works with the librarian to plan and execute the MCS annual Book Fair and will work on an on-going basis to provide support to our MCS librarian.
- **Elementary Service Projects:** Oversees the existing kindergarten through fifth grade Service Project program and makes changes as needed. Works with agency contacts, teachers, elementary vice principal, and class representatives to coordinate specific class projects. Communicates with the Middle School Service Project Chair.
- **Middle School Service Projects:** Oversees the existing Middle School Service Project program and makes changes as needed. Works with agency contacts, designated MCS contact and class representatives to coordinate specific class projects. Communicates with the Elementary Service Project Chair.
- **Student Enrichment:** Researches and reviews programs in music, art, drama, etc. and brings them to our students in the form of special events and assemblies. Works with the teachers and Elementary Vice Principal to ensure consistency with their grade curriculum.
- **Elementary Birthday Cards:** Coordinates the creation and sending of birthday greetings to each student and organizes the Birthday Book/CD Program.

- Middle School Birthday Mondays: Each member commits to volunteering Monday mornings for one trimester to deliver birthday balloons and cards to middle school cubbies.
- Special Events: Plans special school events such as the Staff Christmas Party and the Teacher Appreciation Week.
- Grandparents' Committee: Works with MCS staff coordinator to plan and execute school events involving Grandparents (i.e. Grandparents and Special Friend Day, Middle School Science Fair, and Veteran's Day celebration).
- School Photographer: Photographs school events (such as: Fall County Fair, Veteran's Day Chapel, Assemblies, Science Fair, Auction, Grandparents and Special Friend Day and other MCS events as requested by Administration or PTF Board). Photos are used for publicity and the MCS Yearbook. Coordinates with MCS Yearbook Staff. Maintains the MCS Family Photo Board. (Digital camera required.)
- Communications: Work with PTF Board on bulletin board display or write articles for Dolphin Digest relating to PTF activity.
- Entry Garden: Spruce up the MCS front entry garden with special touches for special events.