

Interests / Resources	Description
Auction Coordinator	Coordinate the Auction Event
Auction Volunteer	The "Mustang Round-Up", the only fundraiser for MVHS for the entire school year. Volunteer to help with gathering donation items for the auction, set-up event, decorations, and break down of event.
Audit Committee Volunteer	Volunteers are needed to audit the PTSA financial records at the close of the fiscal year (after June bank statement is received)-no experience is necessary
Baker	Provide baked goods, either homemade or store bought, for various school events.
Bilingual Parent Group Liason (primarily Spanish)	Responsibilities include attending the organizations meetings and reporting back to the Metea PTSA at general membership meetings.
Budget & Finance Chair	A chairperson is needed to work with the Treasurer in creating a proposed budget, for signing reimbursement vouchers, and balancing the budget throughout the year.
Bylaws Coordinator	A coordinator is need to assist the 2nd Vice President in reviewing the bylaws and making recommendations for change, as well as make State and National PTA mandated changes
Career Center Volunteer	Volunteers are needed to assist in the Career Center
Community Service Coordinator	A coordinator is needed to seek and schedule monthly service projects to benefit our community
Community Service Volunteer	Volunteers are needed to assist with monthly community service drives
Dance Chaperone Coordinator	Coordinate chaperones for school dances.
Dance Chaperone Volunteer	Chaperone school dances.
Database	A coordinator is needed to maintain a database of PTSA information
Graduation Sign Coordinator	Coordinate Graduation Sign Ordering & Delivery
Graduation Sign Volunteer	Deliver Graduation signs to seniors
Heart Screening Coordinator	A coordinator is needed to work with the district committee to communicate with and place volunteers
Heart Screening Volunteer	Volunteers are needed to work during the screening
IPPC Representative	A representative of the Metea Valley PTSA is needed to attend the Indian Prairie Parents Council meetings held the 3rd Thursday of every month at 9:30 a.m. at the District Education Center. The IPPC representative is a Metea Valley PTSA board member and is also responsible for attending monthly board meetings, as well as general PTSA meetings, and reporting on IPPC activities.
Legislative Chair	The Legislative representative is responsible for coordinating PTSA efforts regarding legislation that affects children. The representative is a Metea Valley PTSA board member and is responsible for attending monthly board meetings, as well as general PTSA meetings, to report on legislative activity
LMC Volunteer	Volunteers are needed in the LMC
LMC Volunteer Coordinator	A coordinator is needed to assist with LMC activities and schedule volunteers
Market Day Coordinator	Two coordinators are needed to promote this monthly fundraiser, to process orders and to organize volunteers who help with the sale each month
Market Day Volunteer	Volunteers are needed to make reminder phone calls, unload the truck, organize the food and fill orders each month
Parent Diversity Advisory Council Liason	Responsibilities include attending the organizations meetings and reporting back to the Metea PTSA at general membership meetings.
Philanthropic Chair	
Random Acts of Kindness Coordinator	A coordinator is needed to plan school wide "kindness" activities in conjunction with "Random Acts of Kindness Week"
Random Acts of Kindness Volunteer	Volunteers are needed to assist the coordinator with activities.
Reflections Coordinator	A coordinator is needed to run this National PTA arts program
Reflections Volunteer	Volunteers are needed to assist the coordinator
Senior Road Trip Coordinator	Coordinate the Senior Road Trip Event
Senior Road Trip Volunteer	Help with the end of year celebration for the Senior class
Social Chair	Oversee all social committees

Special Needs PTA Liason	Responsibilities include attending the organizations meetings and reporting back to the Metea PTSA at general membership meetings.
Staff Appreciation Coordinator (Winter Break)	A coordinator is needed to plan a luncheon/dinner before Winter Break, last day of classes.
Staff Appreciation Volunteer (Winter Break)	Volunteers are needed to provide luncheon items and/or help set up the luncheon/dinner
Staff Appreciation Brunch Coordinator	A coordinator is needed to plan a week of events during Staff Brunch at the end of year
Staff Appreciation Brunch Volunteer	Volunteers are needed help with Staff Brunch
Staff Tailgate Coordinator	A coordinator is needed to plan a back to school tailgate BBQ for the staff at the first home football game.
Staff Tailgate Volunteer (back to school)	Volunteers are needed to help set up/serve/takedown the tailgate BBQ
Student Directory Coordinator	A coordinator is needed to create the school-wide PTSA directory
Student Directory Volunteer	Volunteers are needed to help process the PTSA directory
Student PTSA Coordinator	A coordinator is needed to organize/run activities involving Metea Valley Students
Ticket Sales Coordinator	A coordinator is needed to schedule volunteers to sell dance tickets during lunch periods
Ticket Sales Volunteer	Volunteers are needed to sell tickets during lunch periods
Ways & Means Chair	