

Pocono Youth Orchestra

PO Box 1101 — Stroudsburg, PA 18360
www.pocono-youth-orchestra.org

Parent/Guardian Volunteer Commitment Form

Please print, complete this form and mail it to to the address above.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Tuition covers only part of the operational costs of our orchestra. Donations and volunteer services are essential parts of the total picture. It is expected that parents whose children are benefiting from the orchestra experience will assist by being active in fund-raising and in volunteering their time in the areas listed below. Please indicate by circling those volunteer areas in which you feel most capable to serve.

Biographer: Contact: Debbie Prince, dprince2@ptd.net. Assist in writing short biographies of members of the orchestra for publication in the concert program. Coordinate with the directors in having the members' complete information forms from which bios are written.

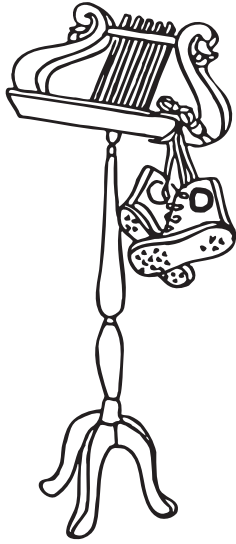
Flowers: Contacts: Frances Crank, rcrank@cygnustech.com and Nancy Reed, reedjazz@ptd.net. Assist in the ordering, pick up, displaying and selling of flowers and other items at each concert.

Fund-Raising: Contacts: Diane Rostock, drostock@ptd.net and Sharon Dougherty, crackersmashers@yahoo.com. Brainstorm fund-raising ideas, create mailing lists and contacts, research financial options for the further development of the orchestra. Assist in handling the practical tasks of mailings, etc.

Hall Monitor: Contact: Karen Geiger, kgeiger490mr@yahoo.com. A schedule of volunteers will be completed and reminders provided to those who have signed up.

Historian/Public Relations: Volunteers needed. This committee is responsible for the collection of photographs and any other forms of publicity to be used when marketing the orchestra. Assisting with the advertising and coordinating of community events (such as the annual String-Along and Stroudsmoor Tree-Lighting) would fall under this category.





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Hospitality: Contacts: Joyce and Tom DeShriver, tdeshriver@yahoo.com. Plan and supervise post-performance receptions. Arrange for refreshment set-up, serving, and clearing up after receptions.

Mailing List: Contact: Jennifer White, jlwhite2815@hotmail.com. An updated data base that includes alumni information will be maintained and used for the purposes of the newsletter or advertising.

Newsletter: Contact: Jerry Geiger, ggeiger@newmanwilliams.com. Under this category a newsletter would be prepared twice a year prior to the concerts and include soliciting advertising and sponsorships. Information to the public regarding the sale of flowers at the concerts may be included as well as donation requests. An individual who possesses good writing skills could also assist in providing content for the website.

Photography Coordinator: Contact: Marina Maroney, marinagm@aol.com. Contact professional photographer to make arrangements for group and individual photographs at the Winter concert. Communicate with parents concerning this activity. Coordinate or provide candid photography of orchestra activities throughout the season for inclusion in scrapbook.

Technical Assistant: Volunteer needed. Attend dress rehearsal and concerts, organize volunteers to set up performance area with chairs and music stands before dress rehearsal (according to a chart provided by the director) and assist with post-concert clean-up.

Web Site: Contacts: Luis Vidal, lvidal@po-box.esu.edu and Jerry Geiger, ggeiger@newmanwilliams.com. Update the website to include the committees, coordinators, an alumni page, and a FAQ page.