

Vice-Chair

Materials Receiving

"In the words of a child: I hear and I forget. I see and I remember. I do and I understand." -Maria Montessori (1879-1952) RICHMOND ASSOCIATION FOR MONTESSORI Ste. 211-8155 Park Road Richmond, BC V6Y 3C9 www.richmondmontessori.ca

## **RAM Volunteer Opportunities**

We need parents to volunteer their time in order to keep RAM active and help ensure the continuation of the Montessori program within the Richmond Public School system. This year, we currently have vacancies on the Executive committee for RAM, including:

**Vice-Chair:** provides support to the Chair and assumes the duties of the Chair during any absence. Time commitment: approximately 15 hours per school year.

**Secretary:** Records the minutes of monthly meetings and prepares notices for distribution to families. Time commitment: approximately 15 hours per school year.

**Fundraising Lead:** Prepares the fundraising plan for discussion and leads the implementation of fundraising events, including the membership drive, cash drive and other activities. Time commitment: approximately 5-10 hours per school year (depending on the fundraising plan).

In addition to these important roles, there are many other opportunities to help, such as:

**Materials Receiving:** We also need a team of receivers at each school to help unpack and stamp the Montessori materials purchased when they arrive. Time commitment: approximately 2 hours.

**Activities & Events:** RAM plans activities throughout the year that need extra hands: help putting up posters, setting up and taking down events, selling tickets, gift card distribution, etc. Time commitment: whatever you can spare!

Website Design and Maintenance: If you have expertise in designing and maintaining websites, we

Secretary

Other:

Activities & Events

Fundraising Lead

Website