

Give/ Get Allotment Per Job 2017-18

SCHEDULING/PLANNING

\$500 Purim Cards
\$400-450 Conference Night Scheduler
\$350 Bar/Bas Mitzvah Gifts
\$100 First Day of School Treats, YTT
\$150 Kickboxing/Dance Classes
\$750 Chanukah Money
\$600 Pre-Pesach Boutique
\$600 Pesach Chocolates
Purim Store
-- Varies on the Job – Ranges \$150-\$700

EVENT/PARTY PLANNING

\$500 Chanukah Luncheon
\$500 End of Year Teacher Appreciation Luncheon
\$300 New Mothers Brunch
\$250 8th Grade Girls Activity

CLASS MOTHER

See back of flyer for more information.

DATA ENTRY

\$40/Hour - Chanukah Money
\$40/Hour Pesach Chocolates
\$40/Hour Uniforms

GIFTS

\$200 Chanukah Treats
\$275 JDBY Tu B'Shvat Treats
\$275 YTT Tu B'Shvat Treats
\$350 Conference Night Packages
\$250 1st Day of School Teacher Gifts

ON SITE (IN SCHOOL) VOLUNTEERS

Lice Checkers - \$600 YTT \$800 JDBY for 4 lice checks and emergencies.
\$250 Lost & Found
TBD Exercise/Art Class Instructor
\$400 Welcoming Committee

Hot Lunch

Full GOG Schedule Coordinator boys **and** girls
\$1500 Serve Every Week
\$750 Serve Every Other Week

Library

\$1500 Volunteer Every Week 2 hours
\$750 Volunteer Every Other Week 2 hours

MISCELLANEOUS

\$600 Birthday Book Program
\$75/Flyer Design per flyer
\$30 for Flyer Changes

School Run Programs

Melave Malka
\$900 Coordinator
\$550 Committee
School Pictures
\$600 Chairman
\$175 Committee
YTT Special Events
\$600 Chairman
\$375 Committee

Raffle

Dollar for dollar earned according to sales. Sell \$100 worth of tickets earn \$100 Give/Get

Banquet

\$750 Banquet coordinator
Dinner Sponsorships and ad book ads are applied to Give/Get requirements.

Sponsorships

Equal to amount of the sponsorship.

Class Mother Responsibilities

JDBY		
Grade	Responsibilities	Give/Get
Nursery	Organize special programming (involves making pekelach, arranging for refreshments, set up and clean up, etc.) Collect money for end-of-year class gift, etc.	\$250
Kindergarten	Organize special programming (involves making pekelach, arranging for refreshments, set up and clean up, etc.) Collect money for end-of-year class gift, etc.	\$250
1 st -3 rd	General assistance to teachers, coordinating drivers for class trips, arranging class gifts, etc.	\$150
4 th -5 th	General assistance to teachers, coordinating drivers for class trips, arranging class gifts, etc. Organize class melave malka together with other class mothers on a Motzei Shabbos between November and March	\$300
6 th	General assistance to teachers, coordinating drivers for class trips, arranging class gifts, etc. Assist with Bas Mitzvah mother daughter event	\$250
7 th	General assistance to teachers, coordinating drivers for class trips, arranging class gifts, etc.	\$150
8 th	Plan graduation	\$250

YTT		
Grade	Responsibilities	Give/Get
Pre 1a	Help with Aleph-Beis Mesiba and Siddur Party/graduation. Call volunteers to drive to nursing home visits and/or other class trips	\$200
1 st	Help with Chumash Party. Call volunteers to drive to nursing home visits and/or other class trips	\$200
2 nd -5 th	Call volunteers to drive to nursing home visits and/or other class trips	\$150
6 th -7 th	Call volunteers to drive to nursing home and/or other class trips	\$150
8 th	Call volunteers to drive to nursing home and/or other class trips Plan graduation	\$300

HELPING HANDS FORM 2017-18

NAME: _____ PHONE: _____ EMAIL _____

All Forms Received by July 27, 2017 will receive \$25 Give/Get Credit.

Please check off all jobs you are interested in. We will be in touch with you to discuss the jobs and which will work for you. Please feel free to volunteer anytime by emailing womensdivision@jdbyytt.org.

SCHEDULING/PLANNING

These jobs require calling the appropriate vendors, parents and school to coordinate the event being planned. Coordinating mailings and advertising applies to some of these jobs as well.

- Purim Cards
- Conference Night Scheduler JDBY YTT
- Bar/Bas Mitzvah Gifts JDBY YTT
- Kickboxing/Dance Classes
- Chanukah Gifts
- Pre-Pesach Boutique
- Pesach Chocolates
- Purim Store

EVENT/PARTY PLANNING

These events require coordinating with the school, ordering and buying food. Entertainment and mailing of invitations are applicable to some of these events as well. These jobs include being on site the day of to set up and ensure a smoothly run event. Of course, committees can be formed to help with various parts of the event.

- Chanukah Luncheon JDBY YTT
- End of Year Teacher Appreciation Luncheon
 JDBY YTT
- New Mothers Brunch
- 8th Grade Girls Activity

CLASS MOTHER

See back of flyer for more information.

JDBY – Grade(s) _____

YTT – Grade(s) _____

DATA ENTRY

Data entry at home, on your own computer. Email access necessary.

- Chanukah Gifts
- Pesach Chocolates
- Uniforms

GIFTS

Planning and ordering gifts. Delivering the gifts to school on appropriate days. Some only require coordinating with the school and having the appropriate gifts delivered.

- Chanukah Treats JDBY YTT
- Tu B'Shvat Treats JDBY YTT
- Conference Night Packages JDBY YTT
- 1st Day of School Teacher Gifts

ON SITE (IN SCHOOL) VOLUNTEERS

These jobs take place in school during school hours.

- Lice Checkers JDBY YTT
- Hot Lunch Servers JDBY YTT
 - Serve every week
 - Serve every other week
- Lost & Found JDBY YTT
- Exercise/Art Class Instructor
- Welcoming Committee
- First Day of School Treats, YTT

HELPING HANDS FORM 2017-18

NAME: _____ PHONE: _____ EMAIL _____

All Forms Received by July 27, 2017 will receive \$25 Give/Get Credit.

Please check off all jobs you are interested in. We will be in touch with you to discuss the jobs and which will work for you. Please feel free to volunteer anytime by emailing womensdivision@jdbytt.org.

MISCELLANEOUS

- Birthday Book Program
- Flyer Design
- Prepare Mailings from Home

We welcome new ideas!

Please let us know about it here:

or email womensdivision@jdbytt.org

Please send completed forms to:

Mrs. Shana Schuman

2946 West Fitch Ave, Chicago

or Fax To: 773.973.5690

I Have Experience In:

- Microsoft Word
- Microsoft Excel
- Power Point
- Graphic Design
- Other _____

School Run Programs

These programs are run by the school.

- Melave Malka
 - Chairman
 - Committee
- Library Volunteers
 - JDBY
 - YTT
- School Pictures
 - Chairman
 - Committee
- School Wide Mailings