



Volunteer Opportunities (2024-2025)

Volunteer opportunities are organized into three categories:

- **Highest Priority:** these opportunities are essential to the operation of the school
- **Also Helpful:** these opportunities are very helpful
- **Other Opportunities:** not essential, but can be helpful if someone has additional time

[Sign up to volunteer HERE](#)

HIGHEST PRIORITY

Substitute Teacher

- Substitute teachers for classes (Grammar and Logic School) at OHCS; must complete application, background check, interview with one of the Heads of School, and complete substitute training.

Class Parent

- On-call volunteer for special in-class projects or events, or assist with teacher needs
- Classroom support at home (laminating, cutting, projects, etc.)
- Class party coordinator

Hot Lunch Fridays

- Every full Friday is a Hot lunch optional day. We need 3-4 volunteers to assist with food order pickups, plate/bag food and serving food.

Events

Event help may include tasks such as: planning team, supply acquisition, food preparation, event setup, staffing at the event, event cleanup

Specific needs will be published as planning begins for each event

- Community BBQ (September 20)
- Muffins with Mom K4-1st (September 27 (K4-1st) and February 28 (2nd-5th))
- Evenings at Oak Hill (October 8, February 20)
- Great Pumpkin Race (October 26)
- Donuts with Dad (November 1)
- Paper Airplane Competition (February 7)

- Logic School Gala (March 7)
- Oak Hill Spring Celebration (April 25)
- Olympic Games (May 9)

ALSO HELPFUL

Facility Care

- Assist with various facility maintenance tasks within your skill set throughout the school year; projects may include: carpentry, handyman jobs, plumbing, cleaning air purifier filters, general cleaning, etc. - times vary.
- Kitchen Cleanup: On Fridays between 1:30-3:00, a general cleaning of the kitchen.
- Library Help: On Fridays between 1:30-3:00, reshelving books and general straightening of the Library/Gathering Room
- Facility Beautification: Flower pots, landscape beds in parking lot, landscape projects, pressure washing, etc.

Laundry

At home:

- Take home dirty cleaning rags and art smocks weekly to wash, fold, and return to OHCS - approximately 2 hours weekly.

Shopping

At stores (OHCS will reimburse expenses with receipt submission, unless volunteer is donating supplies):

- Costco shopping: Purchase supplies such as half & half, tissues, paper towels, office supplies, hot lunch supplies, etc. throughout the year, as requested
- Event shopping: shop for needed items at stores prior to the event
- Teacher workroom stock: snacks, coffee pods, etc.

Audio/Visual

At OHCS/events/home:

- Create, set up, and tear down sound systems, playlists, etc.

Field Trip Driver/Chaperone

- Serve as field trip/driver chaperone for your child's class or other classes as needed.

Summer Uniform Swap

At OHCS:

- Collect uniform donations and give families tally of credit (5 items for 5 items)
- Inventory and clothing evaluation - approximately 2 hour commitment/collection event

At Uniform Swap:

- Assist with setup of Uniform Swap
- Cashiers and shopping assistants - 2 hours during event
- Assist with event clean-up - approximately 1 hour

OTHER OPPORTUNITIES

Cleaning

- Kitchen: Clear expired, unmarked items out of staff refrigerator and freezer, wipe down shelves - during school hours, every other month

Back-Up Custodian

- Serve as back-up custodian after school hours when the regularly scheduled custodian is unavailable - occasional evenings/weekends, approximately 3 hours per day when needed

Library

At home:

- Repair books, cover books - as needed throughout school year

Community Building

At home/events:

- Plan and host fellowship events, such as: Men's BBQ, Women's Brunch, Park Meet-Ups, etc.
- Coordinate Moms in Prayer times

Craft Projects

At home:

- Assist with various craft projects, such as: prepping classroom projects, event decorations, teacher appreciation week crafts
- Cutting projects - recurring need throughout the year

Gardening

- Responsible for providing seasonal plants in two planters 4x a year.. (Beginning of September, December, and April.)

Grade Level Gatherings

At home/non-OHCS location:

- Host a grade level gathering to allow OHCS students and families to spend time together - times vary

In a Pinch

At home/OHCS:

- Be available for last-minute volunteer needs that may arise, helping if possible in these “in a pinch” moments
- Run errands for the school to pick up items such as medals, print shop items, etc.

Large Item Pick up and Delivery

- Pick up items from stores or campuses using your large vehicle (van, truck, or SUV)