



## Parent Jobs & Domains 2010 - 11

DOMAINS	Strategy & Admin.	Curriculum	Marketing & Comm.	Finance	Community	Facilities	Admissions
<b>Lead(s)</b>	Board Chair & Office Manager	Board Vice Chair & Ed Director	Board Secretary	Board Treasurer	Board member	Board member	Registrar
<b>Domain Charge</b>	<ul style="list-style-type: none"> <li>Mission &amp; Vision</li> <li>Strategic plan &amp; policy</li> <li>Program support</li> <li>Board development</li> <li>Parent &amp; board meetings</li> </ul>	<ul style="list-style-type: none"> <li>Curriculum and staff support</li> <li>Program support</li> <li>Develop and maintain educational materials</li> </ul>	<ul style="list-style-type: none"> <li>Communication Plan</li> <li>Board minutes</li> <li>Nominating Committee</li> <li>Directory &amp; Yearbook</li> <li>Internal &amp; External Website</li> <li>Marketing</li> </ul>	<ul style="list-style-type: none"> <li>Financial oversight</li> <li>Budget</li> <li>Fundraising</li> <li>Scholarship Committee</li> <li>Bookkeeping</li> <li>Financial Plan</li> </ul>	<ul style="list-style-type: none"> <li>Community Building</li> <li>Holding traditions</li> <li>Parent education</li> <li>Celebrations</li> <li>Support Fundraising</li> <li>Outreach</li> </ul>	<ul style="list-style-type: none"> <li>Purchasing</li> <li>Health and Safety</li> <li>Facilities upkeep</li> <li>Work parties</li> <li>Facilities Plan</li> </ul>	<ul style="list-style-type: none"> <li>Enrollment process</li> <li>Registration</li> <li>Tours</li> <li>Open Houses</li> <li>Advertising</li> </ul>
<b>Parent Jobs</b>	<ul style="list-style-type: none"> <li>Parent Board Members</li> <li>Alumni Representative</li> <li>Administrative Assistant</li> <li>Transportation Coordinator</li> <li>Volunteer Coordinator</li> </ul>	<ul style="list-style-type: none"> <li>Teacher Support</li> <li>Environmental Program Coordinator</li> <li>Music Enrichment Coordinator</li> </ul>	<ul style="list-style-type: none"> <li>Directory &amp; Publications</li> <li>Graphic Designer</li> <li>Webmaster</li> <li>Photo/Historian</li> </ul>	<ul style="list-style-type: none"> <li>Fundraisers</li> <li>Assistant Treasurer</li> </ul>	<ul style="list-style-type: none"> <li>Community Outreach</li> <li>Community Events</li> </ul>	<ul style="list-style-type: none"> <li>Custodial Coordinator</li> <li>Storage Organizers</li> <li>Custodial Site Maintenance</li> <li>Designer/Builder</li> <li>Purchaser</li> </ul>	<ul style="list-style-type: none"> <li>Registrar /Admissions</li> <li>Incoming Family Outreach</li> </ul>