



## SANTA FE CATHOLIC PARENT SERVICE VOLUNTEER FORM 2017-2018

In an effort to better utilize your talents and interests we are asking that you complete this form and return to the school office ASAP. Please be aware that some volunteer positions require Safety Environment Training through the Diocese. Fingerprinting instructions can be found under the “Forms” or “Parents” tab on our website. All parents are required to complete a minimum of 20 service hours each school year; two of the 20 hours must be for Renaissance and/or you may donate an item (\$30 value) for the auction to replace the two hours. Do not hesitate to contact the Advancement Office to volunteer. We do our best to organize volunteers and help parents earn their volunteer hours.

Student(s) Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
\_\_\_\_\_ Grade: \_\_\_\_\_

I/we prefer to be contacted via:  Email: \_\_\_\_\_

Text:# \_\_\_\_\_  Call: # \_\_\_\_\_  Best Time: \_\_\_\_\_

**Talent or Services that you like to donate or be called for:**  Handyman  Clerical  Other (write on back)

**Tailgate Party: Oct. 6** - Annual BBQ before the Homecoming football game, 5:00-7:00 p.m.  **Yes, I can help**

**Showtime at SFC: TBA (Dec.)** - A musical review and concessions.  Set-up  Tickets  Clean-up

**Golf Tournament: Sun., Nov. 6:**  Help secure sponsorships  I would like to play  Donate prizes

Sit on hole as a witness  Help where needed

**Hospitality:** Santa Fe hosts events during the year. Help is needed with donation of food, set-up, clean-up and serving during the event.  **Sept. 5 - Grandparents’ Mass/Brunch**  Honor Roll Breakfast, **TBA**  Bake/donate desserts

**Renaissance:** Our annual Renaissance dinner auction will take place **Mar. 3, 2018**. This is our largest fundraiser and it takes the combined efforts of many volunteers to make it happen. As mentioned earlier on this form, each family must work at least two hours on this event and/or make a donation to the auction. This is the perfect opportunity to meet more of our SFC parents. It’s a fun evening no matter what part you play. You will not want to miss this one! Due to the atmosphere of the evening, students are not permitted to volunteer. This is an adult only function. The only students permitted are SFC seniors that are approved ambassadors.  **Steering Committee:** Be a part of the core committee that drives this dinner/auction.  **Acquisitions:** Procure donations for the event. Visit local businesses seeking donations, working from a master list provided by SFC.  **Decorations:** Help in assembling decorations before the event.

**Silent Auction Display:** Assist Committee Chair in maintaining inventory of auction items, **Mar. 1 - 3**.

**Server:** Helping with table maintenance and serving desserts, refilling of water glasses, clear tables at conclusion of the live auction. (Dress code: black pants/white dress shirt) Works closely with the caterer and Committee Chair.  **Bar Back:** Assisting the bartenders with refilling ice bins, coolers and running trash. (Dress code: black pants/white dress shirt) Time needed, approx. 4:00 p.m. – 1:00 a.m.  **Clean-up:** Begins at midnight. This includes: breaking down all tables and moving them back to the MPC, moving all props, items and equipment back to Crimson Hall. This is a crucial job. Volunteers with trucks are a plus!  **General Event Help:** Will help with anything.

**After-Event General Duties:** The week following Renaissance assist the Advancement Office with various tasks.  **Wash & Fold Tablecloths:** This can be done from home.

**Athletics:** The athletic department needs willing volunteers to assist with the many activities that make our athletic programs successful.  Concession stand  Collecting parking \$  Gate  Maintain fields  Score keeping

**Fine Arts Department:**  Spring Musical, **TBA**  Fine Arts Exposé, **TBA**

**Santa Fe Sundays:** Assist with Santa Fe Sunday at their parish. Meet & greet parishioners and hand out printed material before and after Mass.

Parish Name: \_\_\_\_\_



**Santa Fe Catholic High School - Preparing Students for College and the World**

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[www.SantaFeCatholic.org](http://www.SantaFeCatholic.org)