



Pocono Youth Orchestra

P.O. Box 1101 Stroudsburg PA 18360

www.pocono-youth-orchestra.org



Volunteer Commitment Form

Please complete and return to the address above

Name: _____

Address: _____ City: _____ State: ____ Zip: _____

Telephone: _____ email: _____

Tuition covers only part of the operational costs of our orchestra. Donations and volunteer services are essential parts of the total picture. It is expected that the parents whose children are benefitting from the orchestra experience will assist by being active in fund-raising and in volunteering their time in the areas listed below. Please check the box of the area(s) that you have an interest in volunteering.

Biographer – *Volunteer Needed*: TBA (email). Assist in writing short biographies of members of the orchestra for publication in the concert program.

Flowers - Coordinator: Jennifer White (jlwhite2815@hotmail.com). Assist in ordering, pick up, displaying and selling flowers and other items at each concert.

Fund Raising - Coordinators: Tricia Briegel (jtrish@ptd.net) & Karen Stylianides (kstylianides@yahoo.com). Meet periodically to brainstorm ideas, create mailing lists and contacts, seek advertising for the concert program, and research financial options for further development of the orchestra.

Hospitality - Coordinator: Donna Kowzun (palion@ptd.net). Assist in planning the post-performance receptions, set-up, serving, and clean-up.

Newsletter - Coordinator: Jerry Geiger (ggeiger@newmanwilliams.com). Assist in preparing a newsletter twice a year prior to the concerts. An individual with good writing skills could also assist in providing content for the webpage.

Mailing List - Coordinator: Jennifer White (jlwhite2815@hotmail.com). Assist in maintaining and updating the data base that includes alumni.

Hall Monitor - Coordinator: Karen Geiger (kgeiger49omr@yahoo.com). A representative from each member's family must sign up for at least one evening to sit at the school during rehearsal to monitor the hallway. The school district requires that supervision is provided. A sign-up sheet with available dates will be at the school near the front entrance for each rehearsal.

Photography - Coordinator: Karen Geiger (kgeiger49omr@yahoo.com). Assists in setting up the services of a professional photographer for the winter concert including order forms, set-up as needed on the day of the shoot, and distribution of the packages as needed. Provide or coordinate candid photography of orchestra activities throughout the season for inclusion in the scrapbook, webpage, or Facebook.

Technical Assistant - Coordinator: *Volunteer Needed*. Volunteers assist in setting-up and breaking-down the chairs and music stands for the concert performances. Percussion instruments are moved from the band room to the concert hall. Rope off seats for special guests and the front row behind the conductor. Assist in any other duties for concert prep.

Website - Coordinator: Georgios Stylianides (gstylianides@yahoo.com). Assist in providing content to update the website including committees, alumni page, forms, and FAQ page. Provide content and current events for the Facebook page.