

Director of Outreach

Appointment by President after approved by Executive Board

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| Qualifications: | PTA Member |
| Term: | Board Members Commit to one year of service. There are no term limitations. |
| Weekly Commitment: | 1 Hour on average Communications related tasks can be done at home when convenient, Supporting drives or assisting with Staff Appreciation activities generally takes place at school, however can often be done before or after school hours. |
| Specific Time Commitments: | Required participation at monthly Board Meeting. Provides board update on all Outreach related activities, and participates in the review and approval of spending and board related decisions. Attend Quarterly, evening General Membership meetings: September, January, March and June. |
| Busiest Times of Year: | November, early December, and May |
| Responsibilities: | The Director of Outreach is responsible for seeking and advising the Board on ways in which our PTA can better support the greater needs of our Clark Community. Implements ways to fulfil such needs, including but not limited to: support drives, community education, and awareness. |
| <p>This Director is responsible for providing leadership support to, and overseeing the following Committee Chair positions:</p> <ul style="list-style-type: none"> • Membership • Staff Appreciation • Food, Clothing, Supply Drives • Holiday Giving Tree – Issaquah Food Bank Program • Summer Play Dates • Issaquah Power Packs | |