

VOLUNTEERING...



POLICY

Due with the first tuition payment at the start of the dance season, each family is asked to provide an undated cheque to secure its volunteer obligation. The family (dancers, parents, or siblings) can fulfill the commitment by volunteering for one or more of the listed volunteer jobs with Shumka School. The undated cheque will be destroyed at the end of the dance season if the required number of hours is fulfilled. If the volunteer commitment is not met by the end of the dance year, the undated cheque will be cashed, and the family will receive a tax-deductible receipt for this donation.

VOLUNTEER AMOUNTS

1 DANCER/family <ul style="list-style-type: none">◆ \$100 undated cheque◆ 4 volunteer hours required	2 DANCERS/family <ul style="list-style-type: none">◆ \$150 undated cheque◆ 8 volunteer hours required
3 DANCERS/family <ul style="list-style-type: none">◆ \$200 undated cheque◆ 12 volunteer hours required	4+ DANCERS/family <ul style="list-style-type: none">◆ \$250 undated cheque◆ 16 volunteer hours required

PROCESS

To volunteer for a position:

Reference the list of **volunteer opportunities for SSD families, posted on the Shumka website, the Shumka app, and the bulletin board in Edmonton and Sherwood Park.** Contact the Shumka General Office with the preferred jobs (EXAMPLE: please sign me up for 'job #16'). If there is a dance class associated with the job, such as costume headpieces, please also include the class. SSD will then follow up with details regarding the chosen job(s). Parents, SSD dancers, other siblings, or another non-ssd substitute can volunteer to fulfill the obligation. Shumka School students are welcome to fill positions that are age appropriate. Names will be added to positions on a first come, first serve basis. If the position is full, the family will be notified and asked to provide another option.

Volunteer Opportunities for Shumka School Families

2018/19



#1

COSTUMES

November to March

8 – 12 hours, as needed

Steam costumes as required. Location: Costume room.

Volunteers:

- 1)
- 2)
- 3)

#2

COSTUMES

December to May

4 hours/class

One volunteer from the listed classes to be responsible for a HEADPIECE or HAT tote. Please note that some classes have multiple totes of headpieces and hats for the same costume. Duties include:

- A. Responsible for bringing headpiece/hat tote containers to and from all required performances and festivals (except for the group overnight trips).
- B. Responsible for ensuring all allotted headpieces or hats are accounted for before and after each performance.
- C. Receives headpiece/hat tote container at costume pick up.
- D. Responsible for general care of the headpieces/hats throughout the year.
- E. Maintain communication with SSD wardrobe regarding headpiece/hat condition throughout year.
- F. The headpiece/hat ribbons needed to be steamed/ironed prior to each performance. Hair straighteners works well for this purpose.

Volunteers:

FEMALE headpiece totes:

Pre-Beginner Central:	Pre-Beginner SP Central:	Beginner Central:	Beginner SP Central:	Grade 1D/2C Central:	Grade 1D SP Central:
Grade 2 Central:	Grade 2/2D SP Zakarpattia:	Grade 2D Bukovyna:	Grade 3 Volyn:	Grade 3 SP Hutsul:	Grade 4 Central:
Grade 5 Polissia: Zakarpattia:	Grade 5 SP Volyn: Hutsul:	Grade 6/6D Hutsul: Podillia:	Grade 7D Sailors: Polissia:	Grade 9 Pokuttia: Bukovyna:	INT 1 ID Hutsul:
INT 2 ID Bukovyna: Story:	ADV 1 ID Volyn: Story:	ADV 2 ID Hopak: Hutsul: Slobo:	ADV Contemp.		

MALE hat totes:

Pre-Beginner Poyas:	Pre-Beginner SP Hutsul:	Grade 2C/2D SP Zakarpattia:	Grade 3 Volyn:	Grade 5 Polissia: Zakarpattia:	Grade 6C/6D Hutsul: Podillia:
Grade 7D Sailors: Polissia:	Grade 9 Pokuttia 1: Pokuttia 2: Pokuttia 3: Bukovyna:	INT 1 ID Hutsul:	INT 2 ID Bukovyna:	ADV 1 ID Volyn: Story:	ADV 2 ID Hopak: Hutsul:

Volunteer Opportunities for Shumka School Families

2018/19



#3

PROP TRANSPORTATION

December to May

4 hours/class

One volunteer from the listed classes to be responsible for transportation of a prop. This includes:

- A. Responsible for bringing prop to and from all needed performances and festivals (with the exceptions of the group overnight trips).

Volunteers:

Grade 3 SP 2 flutes:	Grade 6C/6D 1 axe:	ID: 1 Large flower: Vines:	INT 1 ID 3 axes: 1 rope:	INT 2 ID 4 Shephard hooks: 4 fences:
ADV 1 ID 2 stars on poles:	ADV 2 ID: 1 Springboard:			
OTHER PROPS WILL BE ADDED AS NEEDED THROUGHOUT THE YEAR.				

#4

FUNDSCRIP

December to March

\$100 earned in profits = one \$100 volunteer cheque

Gift cards purchased for everyday items such as groceries, gas, entertainment, and household items are spent like cash, and a rebate automatically goes back to Shumka School. The average profit per gift card to Shumka School is somewhere between 2 and 10 percent. If for example you purchase a Safeway gift card valued at \$100, a \$3 profit will have been generated for SSD.

- A. Families must submit their FundScrip order forms to the Shumka General Office by the following dates:

#1: FRIDAY, DECEMBER 7, 2018

#2: FRIDAY, MARCH 8, 2019

#5

SSD FUNDRAISING COMMITTEE

October to May

8 positions, 8 – 12 hours per position

Meetings: Tuesday evenings or Saturday daytime.

Spearhead Shumka School fundraising initiatives.

- A. Organize and plan SSD fundraising activities (such sausage orders, bottle drives, etc.).
- B. Discuss and plan new fundraising activities.
- C. Liaison with Shumka Board and Studia fundraising committees.

Volunteers:

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)

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#6

MEDIA

Sunday, February 24 & Sunday, May 5.

Event: 8 hours, Editing: 12+ hours

1 position

Photographer needed for the Winter Concert and Year End Show at the Jubilee Auditorium. This includes:

- A. Photographing the SSD Winter Concert and Year End Show performances from the audience and the pre-show getting ready backstage and in the lobby.
- B. Selecting and editing the photos.
- C. Having the required hardware.

Volunteers:

1)

#7

DELIVERY

February to March

4 hours, 2 positions

Delivering student matinee tickets to Edmonton & area schools and seniors' residences.

Volunteers:

1)

2)

#8

DELIVERY

4 hours, 1 position

Delivering camp brochures to Edmonton & area schools

Volunteers:

1)

#9

NUTCRACKER WEEK

Saturday, December 1: 10 AM

2 hours, 3 positions

Assembling cookie decorating packages for the Sherwood Park dancers.

1)

2)

3)

#10

SUMMER CAMP

March & April

4 hours, 3 positions

Preparing marketing summer camp marketing materials. This includes organizing the mail outs, stuffing brochures, and doing the camp water bottle labels.

Volunteers:

1)

2)

3)

4)

Volunteer Opportunities for Shumka School Families

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#11

SUMMER CAMP

July & August

Multiple days and positions. Very flexible. Whatever works for the volunteers' schedule.

Nurses/medical professionals to be onsite during the Overnight X-Treme camps.

July 7 – 13, 2018 Overnight X-Treme	August 4 – 10, 2018 Overnight X-Treme	August 11 – 17, 2018 Overnight X-Treme
Sunday:	Sunday:	Sunday:
Monday:	Monday:	Monday:
Tuesday:	Tuesday:	Tuesday:
Wednesday:	Wednesday:	Wednesday:
Thursday:	Thursday:	Thursday:
Friday:	Friday:	Friday:
Saturday:	Saturday:	Saturday:

#12

MERCHANDISE BOOTH

December 22, 23

Pre-show, Intermission, and Post-show

Sell Shumka merchandise at the Jubilee Auditorium during the Edmonton Nutcracker shows.

Volunteers:

December 22: 12:30-5:00 PM (4.5 hours)

- 1)
- 2)
- 3)

December 22: 6:00-10:30 PM (4.5 hours)

- 1)
- 2)
- 3)

December 23 12:30-5:00 PM (4.5 hours)

- 1)
- 2)
- 3)

#13

SUPERVISION

December 22, 23

Nutcracker Pre-show, Intermission, and/or Post-show

Assist with the Nutcracker Children's Activity Corner. This includes:

- A. Obtaining materials.
- B. Coordinating children's activities (craft & games) provided by Shumka.

Volunteers:

December 22: 12:30-2:00 PM (1.5 hours)

- 1)
- 2)
- 3)

December 22: 6:00-7:30 PM (1.5 hours)

- 1)
- 2)
- 3)

Volunteer Opportunities for Shumka School Families

2018/19



December 23: 12:30-2:00 PM (1.5 hours)

- 1)
- 2)
- 3)

#14

SUPERVISION

Sunday, February 24

Arrival: 12:15 PM

Orientation: 12:30 PM

Show: 2 PM Finished: 5:30 PM

6 hours, 20 positions

Responsible for a class of Shumka School students at the Winter Concert. This includes:

- A. Responsible for the supervision and safety of the class of students.
- B. Following a clearly defined list of personalized class instructions.
- C. Based on these personalized class instructions, lining the children up (younger classes only) on the correct sides of the stage, curtain, and in order. This applies to the pre-performance rehearsal and performance itself.
- D. When a child is finished all his/her dance(s), ensuring the child is only released from your supervision after the parent initials your sheet.
- E. Overall, acting as a "guide" for the class of students.

Volunteers:

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)
- 9)
- 10)
- 11)
- 12)
- 13)
- 14)
- 15)
- 16)
- 17)
- 18)
- 19)
- 20)

Volunteer Opportunities for Shumka School Families

2018/19



#15

SUPERVISION

Sunday, May 5

Arrival: 12:15 PM

Orientation: 12:30 PM

Show: 2 PM Finished: 5:30 PM

6 hours, 20 positions

Responsible for a class of Shumka School students at the Year End Show. This includes:

- A. Responsible for the supervision and safety of the class of students.
- B. Following a clearly defined list of personalized class instructions.
- C. Based on these personalized class instructions, lining the children up (younger classes only) on the correct sides of the stage, curtain, and in order. This applies to the pre-performance rehearsal and performance itself.
- D. When a child is finished all his/her dance(s), ensuring the child is only released from your supervision after the parent initials your sheet.
- E. Overall, acting as a "guide" for the class of students.

Volunteers:

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)
- 9)
- 10)
- 11)
- 12)
- 13)
- 14)
- 15)
- 16)
- 17)
- 18)
- 19)
- 20)

#16

MISCELLANEOUS

September – June

Families will be contacted when other jobs come up throughout the season.