

<b>EEMS PTA Dance Committee</b>	
Position Description	Chairperson will coordinate volunteers to brainstorm and create dance theme, decorate for dance, and provide food at Father/Daughter (Friday night) and Mother/Son (Saturday night) dances
General Dates Needed	One Friday afternoon and evening and the following Saturday evening in late March or early April. Dances are from 6 to 8 pm each night.
Volunteers Hours (estimated)	<ul style="list-style-type: none"> <li>• Chairperson will require about 24 hours to manage both dances</li> <li>• Committee Volunteers collective hours: 68 hours (See Recommended # of Committee Volunteers below.)</li> </ul>
Budget	\$300 for food to be sold at event
Recommended # of Committee Volunteers	<ul style="list-style-type: none"> <li>• Chairperson and volunteers will spend 4 hours planning theme and acquiring decorations.</li> <li>• Chairperson and volunteers will schedule event with DJ and photographer. Suzanne Williams has managed the music and John Bohn has provided the photography for prior dances.</li> <li>• Chairperson and 8 volunteers will decorate for dances from 1-5 pm on Friday afternoon prior to the dance</li> <li>• Chairperson will coordinate with 4 volunteers to collect entry fees of \$5 per couple and sell food at the dances each night</li> </ul>
Key PTA/Staff Contacts	PTA Marketing/Communications Chair, Principal
Additional Info	