

EEMS PTA Trunk & Treat Committee

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| Position Description | <ul style="list-style-type: none">• Chairperson will coordinate number of spots available to parents and school staff participants for set up of vehicles in the eastern parking lot of EEMS.• Chairperson will coordinate promotion of event to school with Marketing/Communication Chair.• Chairperson will coordinate volunteers to set up parking lot with spaces clearly labeled.• Chairperson will have additional candy on hand provided by PTA as back up if participants run out of candy |
| General Dates Needed | Trunk & Treat will be held on Halloween night from 4 to 7 pm. Some time to coordinate event will be need in the month prior to the event. |
| Volunteers Hours (estimated) | 10 hours |
| Budget | \$100 for additional candy |
| Recommended # of Committee Volunteers | <ul style="list-style-type: none">• Chairperson will spend about 4 hours promoting and planning the event before the evening of the event.• Chairperson will coordinate with 1-2 other volunteers to be present at the event. |
| Key PTA/Staff Contacts | PTA Marketing/Communications Chair, Principal |
| Additional Info | |