

HYDE PARK YOUTH SYMPHONY

OPPORTUNITIES FOR YOUR INVOLVEMENT

There would be no Hyde Park Youth Symphony without the active involvement of parents and other adults who serve on its board and who make special events possible. The following are areas of opportunity in which your help is especially sought. Please check those where you have interest and would be open to being contacted to serve:

_____ **Board Membership:** The Board of Directors oversees the finances, operation, and administration of the senior symphony, intermediate orchestra, and junior strings; makes policies and supervises staff. The Board currently meets the third Sunday evening of the month (September through May – not December) at member's homes. Board members also assist with the responsibilities listed below.

_____ **Student Recruitment:** Recruit students at your child's school; make arrangements for HPYS information (auditions, concerts, etc.) to be included in the school newsletter where your child attends.

_____ **Media Relations:** Publicize events; get information on events to the newspapers and community newsletters.

_____ **Fund-raising:** Help write proposals for civic, corporate, and foundation grants; provide leads for new sources of funding; apply for matching contributions by employers; send copies of annual appeal letter to solicit contributions from extended family members, friends, and businesses.

_____ **Spring Benefit:** Help arrange for site, invitations, program, and refreshments.

_____ **Rehearsal Responsibilities:** Attend Thursday rehearsals; support the work of the coaches/conductor/general manager.

_____ **Concert Arrangements:** Arrange for refreshments and the set-up, serving, and clean up of refreshments; ushering/handing out programs; assist in transportation of instruments.

_____ **Audio-visual:** Take photographs, make videos (DVD) and/or sound recordings (CD) of concerts and rehearsals to be used with grant submissions, news releases, web page, brochures, etc.

_____ **Mailings:** Help in sending out mailings.

_____ **Web Page** (www.hpys.org): Maintain/update; improve.

_____ **Telephone Tree:** Make telephone calls to communicate information to parents.

Your name _____ Phone _____

PLEASE give to Joyce Norman, HPYS General Manager, next Thursday at rehearsal.