

Job Description:

The Alliance for Early Childhood School Representative

Term: 1 person 1-2 years – MFS

Responsibilities:

- Act as the liaison between the Alliance and the PTO
- Attend quarterly Liaison Council Meetings 4 total plus a year end luncheon
- Participate and promote alliance events and programming to our district including their Newsletter
- Work closely with the PTO communications Chair to get Alliance business to the monthly District 29 newsletter
- Participate in implementation of the annual appeal
- Volunteer in at least 2 Alliance *Let's Play* events or more.
- Attend the Alliance *Let's Play* events and parent programming

Budget: \$90 member school dues per school year

Key Contact: Stefanie Mauri Executive Director of the Alliance for Early Childhood
stefanie@theallianceford.org see: [Alliance Website](#)

Key Responsibilities: (exact dates and event subject to change with calendar year)

Monthly Outlook	Contact	Activity
September	Sept 21 - Attend First Liaison Council Meeting in Person at Kenilworth Assembly 9:30-11am	
October	Oct 19- Liaison Council Meeting Via Zoom Link ZOOM	Fort Building - Oct 2 & 3
November		Let's Play at the Farm – Nov 13
December		
January		
February	Feb 15 Liaison Council Meeting Via Zoom Link ZOOM	Winter Woods Explore-Feb 12
March		

April	Apr 19 Liaison Council Meeting Via Zoom Link ZOOM	Cardboard Fort Building -April 23
May	May 7 Annual Luncheon, Skokie Country Club 12:30-2pm	Wilderness Exploration – May 14
June		Forest Exploration - June 4