

Thomas Jefferson Partnership Fund: YOU Can Help Make TJ Even Better

The Thomas Jefferson Partnership Fund (PF) raises funds to support TJ's educational programs. As a PF parent volunteer, you can help the School achieve its mission while working with parents who care as much as you do. The PF employs a talented Development Manager, Ellen Smith, who maintains our database, is our liaison with the TJ administration, and oversees all that we do, but as you can see from the opportunities below, a lot is handled by volunteers. Choose the level of commitment and hours that suit your schedule: weekly, bi-weekly, occasional or work from home. Ask a friend to join you. We really do need your help!

I am interested in (check all that apply):

WRITING/COMMUNICATIONS/WEBSITE/SOCIAL MEDIA: Are you a good writer or PR professional? Do you have experience with website design? Do you enjoy graphic arts or digital photography? Are you a videographer on the side? Please help our Communications Committee: We write brochures and newsletters, make posters and displays, put together presentations, and work on the PF website and social media outlets to get the word out about TJ.

FUND-RAISING/OUTREACH: Use your people skills to help raise needed funds. Consider serving on the Parent, Alumni or Corporate Advisory Boards, which reach out to their respective communities for funds and partnerships.

ACCOUNTING/FINANCE: If you are a CPA or have a financial or accounting background please consider assisting our Treasurer.

EVENT PLANNING/HOSPITALITY: Help our Events Committee coordinate, plan and staff our major events or assist the Parent Board or others with staffing tables or providing refreshments at various events throughout the year.

ADMINISTRATIVE SUPPORT: Ellen welcomes administrative and clerical help in the PF Office.

INTERNET RESEARCH: Do you love to surf the net? You can help expand our TJHSST alumni database or help research corporations who might be interested in partnering with TJ.

GRANT-WRITING: Experienced grant-writers are needed to help find and persuade foundations to support TJ's STEM education, outreach, and special programs.

SPRING PHONATHON: Spend part of a Sunday in the spring reaching out to other TJ parents for the good of the school. The 2011 Phonathon/Emailathon raised over \$10,000!

Name: _____

Phone: _____ Email: _____

Thank You for All You Do to Help TJ!

Please return this form to the PF Office or to the PF box in TJ's front office.

Questions? Contact Ellen Smith, Development Manager:

703-750-8317; ellensmith@tjhsst.edu

Visit us on the web at tjpartnershipfund.org