New Adventures in Learning
Volunteer Form

As a volunteer organization, New Adventures in Learning relies on its members in order to plan and carry out programs. Only with the work of many member volunteers can New Adventures keep going and growing strong!

Please identify any areas where you are willing to help.

In the classroom
___ Teach a class
___ Lead a field trip
___ Facilitate a roundtable discussion
___ Be a teacher assistant - welcome presenters and help with classroom logistics
___ Provide tech support – turn on/adjust DVD, computer, projector, microphone
___ Be a lab assistant for computer lab courses

With the curriculum
___ Identify new class topics and help recruit new presenters
___ Edit and proofread the class descriptions and curriculum guide
___ Develop class schedule based on presenter requests and room availability
___ Evaluation – survey students and presenters to identify areas of strength and weakness

Publicizing New Adventures
___ Write articles for the Splash and other local papers
___ Distribute flyers and posters in the community
___ Represent New Adventures at HOA activity fairs
___ Join the speakers bureau and tell others about New Adventures
___ Edit our member Newsletter (3 issues per year)

Operations
___ Web site - keep the web pages (hosted on the college web site) up to date
___ Make reminder calls to members/to presenters
___ Help set up refreshments for social events
___ Help with mailings
___ Work summer open house/registration

Name_________________________ Phone __________________________
Email_________________________