

Viewlands Elementary PTSA (VEPTSA) Family Ambassador Job Description/ Responsibilities

VEPTSA's mission is to assist and support Viewlands Elementary School, as a whole, in fostering a loving, safe community that inspires and challenges each student to be a compassionate, positive, and active member of their community. We aim to cultivate a holistic vision of learning that embraces diversity, encourages environmental stewardship, enriches each student's education, and nurtures a lifetime curiosity and love of learning.

To work towards this mission, Viewlands has Family Ambassadors, who are parent/guardian representatives assigned to each classroom. We highly encourage parents who speak multiple languages, families of color, LGBTQ+ families, and families of disabled students to volunteer in this role, but all families are welcome to volunteer.

Family Ambassadors have 5 main tasks:

1. Acquire and compile contact information for as many parents/guardians as possible in the classroom (we want to make sure that families are connected to the community). This information will not be shared outside the community, nor will it be passed to other agencies.
2. Disseminate information from VEPTSA/the teacher/school as necessary to families, generally through email or other means.
3. Create Buddy Families as necessary, where we link new-to-Viewlands Families with existing Viewlands Families, for help with questions, concerns, and in general, to help new families. This Buddy Family could be within the same class, or it could be Family Ambassadors working across classes to connect families.
4. Help facilitate assistance for families who have children stuck at home (such as connect families who might need work picked up at school and dropped off at the families' home) due to the pandemic.
5. If possible, be a conduit for families/children who want to create class-wide, out of school, outings, to bring your class community together and foster socialization between students. An example is a trip to Carkeek Park, or other outdoor activities to remain connected to each other and their environment. This should be tailored to the wants/needs of the class.

The Family Ambassadors will work with the Family Ambassador Chair, and will receive support and assistance from VEPTSA.