

## After-Prom Committee Positions/Sub-Committees

### **Committee Chair/Co-Chairs**

A committee chair or co-chairs will be volunteered or nominated at the first After Prom meeting among junior parents. The committee chair will oversee and provide direction of each sub-committee as needed.

### **Treasurer**

A committee treasurer will volunteer or be nominated at the Prom/After Prom Orientation meeting among junior parents. The treasurer will oversee incoming/outgoing funds and updates the committee on revenues and spending.

Junior parents will volunteer for sub-committees. Each sub-committee will need brainstorm ideas around the After Prom theme, determine which items may be donated and create a budget/plan to submit to the committee chair. Sub-committees will also report to the committee meeting group on their progress and goals. Below is a list of the sub-committees groups:

### **Activities/Decorations**

Creative, artistic and dedicated people needed. This is a committee that sets the tone for the night! But it's not just the night of the party; we need help in coordinating the theme with the activities. The committee will determine which activities will be included such as: Inflatables, performers, caricaturists, tattoo artists, video room, movies, games and more. Organizers are needed to plan the activities. Parents, alumni and volunteers are needed the night of After Prom as attendants for activities.

### **Fundraising/Donations**

Our cause needs to be shouted out to the community. Can you help spread the word? Letters are mailed out to community businesses seeking donations to help fund the event or donate items for prizes. The committee will also help to coordinate various events that raise funds for the After Prom party. Including but not limited to, concessions, basketball half time events, and more. Your ideas for raising funds are encouraged and welcome!

### **Prizes**

This committee will determine and purchase/collect the event's grand prizes as well as extra door prizes so that the majority of seniors/juniors go home with a little something. If you're a bargain shopper extraordinaire, like to do the "Black Friday" thing or shop EBay deals, then this is your committee! This committee will also work with the Fundraising/Donation sub-committee with collecting donated items from businesses.

### **Concessions**

This committee will collect and organize the event's concession menu. This committee is responsible for feeding all our students with tasty treats and snacks! The committee will seek volunteers to bring/make snack and/or seek businesses for donations.

### **Set Up/Clean Up**

Do you want to be part of making the After Prom Event successful but don't have a lot of time to commit to meetings and planning? Could you come before the event and set up? We need set up volunteers from 4:00 pm the Friday before prom through 8:00 pm. Are you an early bird? Then Clean Up is your committee. This job is short and sweet. Arrive at 4:00 am and be done by 7:00 am. This is a job where strong hands and backs are needed. It's putting away our decorations, games, and inflatables. It's only a few hours, but it's the job that completes the event. Sign up at a committee meeting or sign up on the After Prom webpage: <http://cchs-afterprom@weebly.com>.

### **T Shirts/Publicity**

Dependent on our funds, the committee may opt for t-shirts for the attendees. This committee designs and orders the shirts. If you have a business connection t-shirts or design logos, we need you! This committee will also need to design posters/signs to promote the After Prom event throughout the school and school newsletter.

### **Website**

Work with our website to maintain and publish documents and information. Are you organized? Are you a good communicator? WE want you. You will be given access to the After-Prom webpage to make updates/changes.