

Perkiomen Valley School District Foundation Student Representative Program

Introduction

Welcome to PVSD Foundation's Student Representative Program. This document explains the responsibilities, expectations, and opportunities for student representatives on PVSD Foundation's Board of Directors. Your participation is crucial in shaping the future of our school district and the Perkiomen Valley community.

Eligibility Requirements

To serve as a student representative on the PVSD Foundation Board of Directors, you must meet the following criteria:

- Be a rising junior at the time of application who has attended school in the Perkiomen Valley School District for at least one year.
- Must have a strong desire to serve their school and the community at large.
- Must possess strong communication skills.
- Students with a history of school and/or community service will be given preference in the selection process, as will students interested in pursuing a career in the non-profit or human service sector.
- Must be able to attend PVSD Foundation Board meetings as well as occasional special events scheduled outside the school day.
- Please note, this is a two-year commitment. The Student Representative serves during both their junior and senior years.

Application

- Students interested in being a Student Representative must apply.
- Applications must include two letters of recommendation from teachers or mentors.
- Completed applications must be received by **Tuesday, March 10, 2026**.
- Please note that if you are selected as a final candidate, you will be invited to an in-person interview.

Responsibilities

As a Student Representative on NAEF's Board of Directors, you will:

1. Participate in bimonthly leadership workshops (dates, times, locations TBD) led by PVSD's Vice President, Board Members, and others in the district. These workshops will cover:
 - What is a nonprofit/education foundation is; why a nonprofit/education foundation need a Board of Directors; the role and responsibilities of a board and directors
 - Effective board membership practices
 - Networking strategies
 - Making fundraising pitches to potential donors and donor stewardship
 - Professional conduct, including appropriate attire and attitude
 - Board recruitment and retention strategies

2. Learn nonprofit management and strategies for development
 - Harlem Wizards
 - Seniors: provide leadership for Wizards. Included in assembly scheduling, PV Dream Team marketing, volunteer management, and participation in the event
 - Juniors: provide support to the Seniors and Foundation in running the Wizards event. Includes training on assembly scheduling, volunteer management, and participation in events.
 - Learn the grant-writing process as opportunities arise.
 - Complete marketing material for the Foundation. Ex. Pitch deck, sponsorship package, videos, social media series, etc.
3. Attend and actively participate in PVSD Foundation Board of Directors meetings and at least two committee meetings.
4. Engage in career exploration and development:
 - Participate in post-secondary preparation activities, including resume writing, college essay preparation, and interview practice.
 - Meet with three board members from various professional fields to learn about different career paths.

Program Expectations

To make the most of this opportunity, student representatives are expected to:

- Attend and actively participate in at least 80% of PVSD Foundation Board meetings and leadership workshops.
- Volunteer Recruitment and Management - Lead (seniors) and assist (juniors) with the recruitment and management of volunteers for Harlem Wizards and Dodgeball.
- Complete at least one professional project - fundraiser, pitch deck, or allocations project.
- Demonstrate professionalism at all times, including punctuality, appropriate dress, and a positive attitude.
- Communicate and collaborate openly and effectively with peers, PVSD Foundation board members, and mentors.
- Try, take risks, make mistakes, ask questions, learn, try again.

Support and Resources

The PVSD Foundation team is here to support your success in this program and beyond.

Resources include:

- Guidance and mentorship from PVSD Foundation's Vice President and board members.
- Access to college and career preparation materials, including letters of reference.
- Opportunities to network with professionals in various careers.

Contact Information

For questions or assistance, please contact:

Kristin Craven, PVSD Foundation Executive Director

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