**SAMPLE INVITATION LETTER TO VOLUNTEERS**

Hello parents/guardians of [Insert School Name],

Did you know that there will be over 9 million STEM jobs created between 2012 and 2022? That’s a 13% increase! Do you want to help students and families discover a love of science?

We are looking for volunteers to help us during [Insert PTA Name]’s STEM *+* Families Propelling Our World, sponsored by Huntington Ingalls Industries at [Insert Time] on [Insert Date] at [Insert Location]. Propelling Our World is a fun, family-friendly event that spark passion for STEM through activities for BOTH students and their families!

You do NOT need any engineering experience to help staff this event. Even if you lead a program, we will have easy-to-follow facilitator guides that explain exactly what to do in a step-by-step breakdown! In addition to working the program, we also need volunteers to help with registration, food and prizes.

Research shows that **family engagement** leads to greater student success. Students who understand and enjoy STEM earn higher grades, attend school regularly, have better social skills and go on to college. We want to help the students of [Insert School Name] be ready for the future and hope that you can help by volunteering your time to make this event a success!

Please respond to [INSERT NAME] by [INSERT DATE].

Sincerely,

[Insert PTA President’s Name]

[INSERT EMAIL AND PHONE NUMBER]