

## Lions Gate Quilters Guild – Album of Quilts Volunteer Form

June 6<sup>th</sup> –9<sup>th</sup>, 2012

Name:

Phone:

In the chart below, please mark all the days and times you are available, then indicate the total number of shifts that you are willing to work and any preferred arrangements. (For example: 2 shifts / only one shift per day-or- 3 shifts / back to back OK.) This information will allow flexibility in the assignment and will help ensure shifts that work for you.

Volunteers will be notified of times and duties with the May meeting.

### ***Quilt Show***

	8:45a – 11:00a	10:45a – 1:00p	12:45p – 3:00p	2:45p – 5:00p	4:45p – 7:00p
Friday, June 8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Saturday, June 9	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Total number of shifts:

After referring to the attached job descriptions, please mark the area(s) below for which you would like to volunteer:

- |                                     |                                   |                                 |                                    |
|-------------------------------------|-----------------------------------|---------------------------------|------------------------------------|
| <input type="checkbox"/> Admissions | <input type="checkbox"/> Boutique | <input type="checkbox"/> Café   | <input type="checkbox"/> Education |
| <input type="checkbox"/> Float      | <input type="checkbox"/> Gallery  | <input type="checkbox"/> Raffle | <input type="checkbox"/> ANYWHERE  |

### ***Setup / Take Down***

- Wednesday, June 6.....Set up stands.....7:00pm – 9:00pm
- Thursday, June 7 .....Quilt hanging.....9:00am – completion
- Saturday, June 9 .....Take down.....6:00pm – 7:30pm

Questions or concerns? Vicki Digby, 604-929-7130

## Quilt Show Job Descriptions

All positions listed below are important to the smooth running of the show. The purpose of our show is to showcase the work of our members and to educate the public on the art of quilt making. We hope you will volunteer; it is a lot of fun and a great way to meet other members of the guild.

**ADMISSIONS:** Welcome our guests to the show. Collect and sell tickets, distribute ballots, keep a running tab of attendance, stamp hands and direct our guests to the various parts of our show.

**BOUTIQUE:** Assist with craft sales and wrapping. May require some cash handling.

**EDUCATION:** Interact with guests as they view displays.

**FLOAT:** Assist where extra help is required.

**GALLERY:** Act as hostess. Visitors to our show love to talk about quilts. The security of our quilts is also important, so you will be required to stay in the area to which you are assigned.

**RAFFLE:** Sit at the table in the entrance foyer and sell raffle tickets.

**CAFÉ:** Assist with the tea room, which will include serving food, bussing tables, food preparation, garbage handling and cash handling. You may also be asked to go to another location to pick up coffee as needed. ***NOTE: This position is more physically active than other positions.***

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### ***...One additional request (from Pam Cave)***

Eileen Neill will be one of the Merchants in our Quilt show in June and she is hoping that someone in the Guild might be interested in billeting her for the time she is here for the show. I know that she has been billeted by guild members before. If you could add this to the email you send out that the Newsletter is ready then all the members will get it and maybe someone will help her out.