

2018 Quilt Show Volunteers Information

So you are ready to volunteer for our wonderful Quilt Show – 2018. Thank you, thank you. Volunteers are the key to a successful show of our beautiful, artistic and creative quilts.

Job Descriptions:

- Challenge Quilt: - describe the challenge and hand out ballots for voting. – 2 people
- Docents: - be available to answer questions about the various quilts and quilting. – 5 people.
- Floater: - be available to cover any shifts where help is needed – 2 people
- Gift Baskets: - sell tickets and monitor area – 2 people
- Membership Table – Discuss & sign up people interested in membership, hand out members voting ballots – 2 people.
- Raffle Tickets Sales: - sell raffle tickets for the Raffle quilt – 2 people
- Security: - monitor various exits to ensure no one leaves with stolen merchandise. – 6 people
- Tea Room Donations: - monitor the tea room donation jar.
- Tea Room – make coffee, tea and plate the various goodies; clean up the area.
- Tickets Sales: - sell tickets and hand out “viewer’s choice” ballots, & brochure – 2 people

Shifts:

Friday, Oct. 21, 2016 – 1 shift - 9 am – 1 pm (lunch provided)

Set Up Crew– sets up the frames and hang the quilts. “Man” power and step ladders are very welcome.

Saturday Oct. 22, 2016

3 shifts – 9:45 – noon, 11:45 – 2:30 and 2:15 – 5 pm except for Tea Room

Tea Room 4 shifts – 9:00 – 11:00, 10:45 – 1:00, 12:45 – 3:00, and 2:45 – 5:00

Sunday Oct. 23, 2016

3 shifts – 9:45 – 11:30, 11:15 – 1:00, 12:45 – 3:00 except for Tea Room

Tea Room Shifts – 9:00 – 11:00, 10:45 – 1:00, and 12:45 – 3:00

Clean Up Shifts – 3:00 – 6:00 pm

Tear Down Crew – takes down quilts, frames, tables etc. “Man” power and step ladders are very welcome.

Security – positioned at doors to ensure that only authorized people are removing quilts and equipment.

Notes:

There is a 15 minute overlap built into all the shifts.

Volunteers receive free admission to the show on the day they volunteer.

Volunteers receive a ticket for the Tea Room on the day they volunteer.

Volunteers check in at the volunteer desk (just past the Tea Room) to sign in and receive their identification. If you have "back-to-back" shifts you need to go directly to the second shift, once you are relieved from the 1st shift.

Security people are to monitor the doors and remind people to exit via the main doors. If there is an incident – take picture with cellphone, contact show committee, but do not put yourself at risk.

Sign Up:

This year you have two options – sign up "online" or sign up at the Guild meetings.

On line Sign up – starting May 2018

We're using SignUp.com to organize our upcoming Sign-ups.

Here's how it works in 3 easy steps:

- 1) Click this link to see our Sign-up: <http://signup.com/go/fsqFtWL>
- 2) Review the options listed and choose the spot(s) you like.
- 3) Sign up! It's Easy - you will NOT need to register an account

Note: SignUp.com does not share your email address with anyone.

You will receive a reminder, by email of your commitment.

Sign Up at the Guild Meeting – starting June 2018

I will have the schedule and available slots for you to select.

Questions??

If you have any questions or comments please contact me: Ruth Stebbing 604-944-1577 or r.stebbing@telus.net and I will endeavour to find an answer.