

Quilt Show Jobs Four County Quilt Guild

Quilt Registration	On Wednesday night accept Quilts at the church that will be hung the next day for the quilt show. Quilts should be tagged w/Quilters name and information that was entered on form when entered (Quilt Show Committee will prepare this document)
Quilt Chair/Assistant	Mary Jo Richmond and Marilyn Whalen – job is to put out fires all weekend
Hanging and Staging	On Thursday morning starting at 9:30 am and for shifts throughout the day, this group of people will be hanging quilts in the gymnasium at Calvary. We need lots of people this day. The guild will provide dinner around 5:00 for the people working during that time shift.
Floater	Looking for one person each shift to go around to each area to give a break especially to the committee chairs so they can be out of their area for a short time.
Vendor Hall	Thursday – assist as necessary with Vendor Hall set up Friday/Saturday – assist with Vendor Hall and activities within (raffle, fabric giveaway, etc.)
Quiltporium	Thursday – assist with setup Friday/Saturday – assist with sales, tidying up the area, overseeing that people looking at items pay for the items
Raffle Basket	Thursday – assist with setup Friday/Saturday, assist with sales, draw winning tickets, contact winners
Demos	Friday/Saturday – one person for each demo session to assist the person doing the demo so that they can concentrate on the actual demonstration. The volunteer will be handling the crowd
Security	Friday/Saturday – people will be assigned to certain locations to ensure that our property stays in designated areas
Admission	Friday/Saturday – process admission fees with cash or credit card payments
Bargain Bin	Friday/Saturday – first volunteers should be those who are selling items in this area as this is a requirement for those selling items. Tasks include selling, restocking, tidying up, ensuring sale items stay within the room
Café	Friday/Saturday – assist with Food sales, run food items to people who have made the purchase (they'll be across the hall)
Take Quilts Down	Saturday – take the quilts off of the hangers and prep them to be returned to their owner
Volunteer Room	Friday/Saturday – This person will check-in the FCQG volunteers and also will maintain the security of the FCQG items that are in this room (jackets, other personal items). This is also the break room for our members and snacks will be available in this room.
Return Quilts	Saturday – return quilts to their owners
Quilt Show	Saturday – Pack away FCQG items in their bins to take away from the church