

VOLUNTEER OPPORTUNITIES – ASHEVILLE QUILT SHOW 2023

Browse these opportunities, find several which appeal to you, then sign up on iVolunteer (it's easy!!): www.ashevillequiltguild.org – click on “Quilt Show”, and then on “iVolunteer” in the drop down menu. Relatives and friends may also be volunteers and should be entered into iVolunteer as well.

Contact Jan Duckworth for assistance (828-230-3637) volunteeraqg@gmail.com

QUILT SHOW WEEK

SUNDAY

Drop Off: Registering quilts, pinning on entry numbers, arranging quilts in judging room. Some sitting, standing, and moving of quilts

MONDAY/TUESDAY

Judging: Work with judges as scribes/handlers – legible handwriting is a must! Requires some standing,

TUESDAY

Drapes Set-up: Unpack drapes and hang on crossbars. Some functions may include climbing on ladders. Not all members of a team need to use ladders. This group will be working closely with Rack Set-up.

Rack Set-up: Place bases, stands, and crossbars on show floor as marked. Place hanging bars according to site plans. Place sticky notes on floor to show placement of each quilt. This group will be working closely with Drapes Set-up.

Site Design: Following site plan, mark key points for placement of bases on show floor. Marking will be done with duct tape.

Table Coverings: Organize, tag, and cut fabric for skirting and toppers used on tables for Admissions, Membership, etc. Draping of tables as well.

WEDNESDAY

Hang Quilts: Requires standing, light lifting, bending, and some climbing on ladders. Working in teams of 4.

Labels/Ribbons: Replace numbers used for Judging with Show labels; Pin ribbons on winning quilts.

Signage: Placing of indoor/outdoor signs and cones. No work using ladders.

THURSDAY – SATURDAY (Show days)

Admissions: Greeters – greet guests at door and provide verbal Show information; standing, walking. **Tickets** – handling money – cash/credit; sitting. **Wristbanders:** attaching wristbands/sitting and standing.

Demonstrations: Help set up for Demonstrations. Hand out literature and assist presenters.

CD Sales: Sell CDs of quilts currently in Show. Will handle money.

Gallery: Help check quilts in and out. Hang/take down quilts. Greet guests and orient them to the Gallery. Facilitate quilt sales in conjunction with the Gift Shop.

Hospitality: Keep the Volunteer Lounge neat, clean, and stocked with snack items. All food and water will be provided. No food preparation or purchase is required. Standing and sitting.

Hostesses: The official ambassadors for the Quilt Show – can touch quilts for guests, share Guild and quilting information; standing/walking with occasional sitting; sitting at Best of Show.

Kids Sewing Station: Help a child choose pre-cut fabric squares, sew on provided sewing machine, either with the child or doing it for them if they are too young. Parents or guardians will stay with children throughout this activity. Must be willing to teach a child sewing tasks required for the activity. Sitting.

Membership: Provides information about the Guild – meetings, workshops, etc.; Signs up new members – handles money. Knowledge of AQG is helpful. Sitting.

Opportunity Quilt: Sell tickets, answer questions, handle money. Sitting.

Product Raffle: Encourage enthusiastic behavior; sell raffle tickets, post winning numbers, handle money. Some standing.

Silent Auction: Encourage enthusiastic behavior; assign bidding numbers, assist guests with bidding questions; sitting.

Vendors: Works with Vendor Chair to assist Vendors; provides booth support for Vendors working alone.

What's Old Is New Again: Assist in sales of quilt fabrics, books, and magazines. Mostly sitting but some standing, walking, lifting, and handling of money.

SATURDAY

Drape Take Down: Remove drapes from crossbars with Rack Take Down team, folding them and rehanging them for storage. Standing, folding, lifting, bending. **Please arrive at 4:15 for instructions.**

Quilt Take Down: take down and fold quilts for pick up. Take quilts to Quilt Pickup location. **Please arrive at 4:15 for instructions.**

Quilt Pickup: Assist in orderly return of quilts; Standing, walking, lifting. **Please arrive at 4:15 for instructions.**

Quilt Mail Back: take down quilts for mail back. Fold and pack quilts to be shipped. **Please arrive at 4:15 for instructions.**

Rack Take Down: Once quilts are off the Show floor, assist with Drapes Take Down, then dismantle and load uprights, bases and crossbars on designated carts. Organize hanging equipment onto special carts. Vacuum and roll rugs for storage. Work gloves helpful. **Please arrive at 4:15 for instructions.**

Signage: Take down and storing of indoor/outdoor signs. Collecting cones and readying them for storage.

Table Coverings: Removing MODA table coverings and folding fabric. **Please arrive at 4:30 for instructions.**