

HOLDING A SERVICE DAY

SHELLY GILLILAND



When planning a service day it is helpful to think about the following:

- A – All About LOGISTICS
- B – Better Have DETAILS
- C – Count on FUN!

ALL ABOUT LOGISTICS

- Choose your charity wisely
- Charity draws your crowd
- Be inclusive, kids' charities are a great draw!
- Choose your venue carefully
- Not too small or too large
- Hopefully a free venue!
- Public spaces like libraries or churches are great too.
- Don't forget plenty of electricity for your irons and sewing machines, it's critical!

DETAILS TO PLAN IN ADVANCE

- Come and go? Or all-day commitment?
- Have solid start and stop times!
- One pattern? Theme? Free Sew?
- Supply extra sewing machines or fabric?
- Provide mats, cutters, scissors, thread, etc.
- Jobs for non-sewists? Ironing, cutting, runner
- Will you allow children?
- Be mindful of your sewing table placement so there is no crowding.
- Have designed troubleshooters
- Brown bag lunches are easiest
- Provide donated bottled water

DETAILS FOR THE DAY OF YOUR EVENT

- Arrive a little early, so you are ready when the doors open.
- Have some friendly, outgoing greeters
- Be ready to make adjustments on the fly
- Have fun!

FUN!!

- Name Tags are great to identify leaders, but fun if quilters decorate their own!
- Door prizes are inexpensive fun!
- Show and tell is a must!
- Reminder—it's not a competition!
- At quitting time, provide chocolate "thank you" for all!

POST-EVENT

- Put your feet up, relax and celebrate
- Send thank-you notes to volunteers and sponsors

SUPPORTED BY:

