

# 53<sup>rd</sup> Annual St. Mary Green Sale Volunteer Opportunities

**GATHERING GREENS:** Cutting greens (Nobles/Douglas Firs) and transporting branches to school. Bring loppers for cutting branches. We do need an extra truck/pick-up to help transport cut branches.

**Date:** Sunday, November 26<sup>th</sup> 10:00 a.m.

**SWAGS/CENTERPIECES:** It's not as hard as it looks! We will teach you! Items will be made in the Annex Building behind the school.

**Dates:** Monday, November 27<sup>th</sup>;  
Tuesday, November 28<sup>th</sup>  
Wednesday, November 29<sup>th</sup>

**Shifts Available for Each Day**

8:00 am – 10:00 am  
10:00 am – 12:00 pm  
12:00 pm – 3:00 pm  
6:00 pm – 8:30 pm

**GIFT BASKETS:** Everything will be provided. We need help arranging items in baskets, cellophane wrapping, and attaching bows/gift tags. The assembly room will be determined soon.

**Dates:** Tuesday, November 28<sup>th</sup>  
Wednesday, November 29<sup>th</sup>  
Thursday, November 30<sup>th</sup>

**Shifts Available for Each Day**

4:00 pm – 6:00 pm  
6:00 pm - 8:30 pm

**SET-UP GYM:** The set-up crew will be responsible for setting up tables/tablecloths; hanging plastic covering to protect walls (from swags/wreaths); transporting & hanging swags/wreaths on hanger hooks; transporting/setting up centerpieces; transporting gift baskets (that are done) to tables; setting up artificial trees to display class ornaments; and assist vendors as needed to unload/transport items into gym.

**Date:** Thursday, November 30<sup>th</sup> 6 pm – 8 pm

**DECORATIONS:** Help decorate school front entrance area/hallway and Christmas Tree(s).

**Date:** Thursday Afternoon/Evening Start time to be determined.

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**GREEN SALE CASHIERS:**

*Head Table*                      Sunday, December 3<sup>rd</sup>                      8:00 am – 10:00 am (2 people)  
10:00 am – 12:00 pm (2 people)

**BREAKFAST CASHIERS:**

*Cafeteria Entrance*                      Sunday, December 3<sup>rd</sup>                      8:00 am – 10 am (2 people) →1 spot filled; need 1 person  
10:00 am – 12:00 pm (2 people)

**GENERAL HELP AT GREEN SALE:**

*Floater #1* \*                      Friday, December 1<sup>st</sup>                      4:45 pm – 6:30 pm (2 people)  
6:30 pm – 8:00 pm (2 people)

\*Volunteers will help bring out more swags/wreaths from “storage area” during the evening to restock empty hanging spots. Fix the centerpiece display area as items are sold. Help customers as needed in Greens area.

*Floater # 2* \*                      Friday, December 1<sup>st</sup>                      4:45 pm – 6:30 pm (2 people)  
6:30 pm – 8:00 pm (2 people)

\*Volunteers will be in Gift Basket area to help customers as needed and to fix/improve the display of gift baskets or table items as items are sold during the evening.

**CARRY-OUT ASSIST:** 6<sup>th</sup> grade to Adult. Volunteers help customers as needed to carry purchased items to their cars.

Friday, December 1<sup>st</sup>                      4:45 pm – 6:30 pm (6 people)  
6:30 pm – 8:00 pm (4 people)

Saturday, December 2<sup>nd</sup>                      9:00 am – 11 am (2 people) →1 spot filled; need 1 person  
11:00 am – 1:00 pm (2 people)

**SATURDAY MOVE & SET-UP:** Help move remaining gift baskets/swags/centerpieces/baked goods from gym to hallway by the cafeteria. Help to set-up cashier tables for general green sale and fundraiser breakfast.

Date: Saturday, December 2<sup>nd</sup>                      1:00 pm – 2:30 pm

**SUNDAY CLEAN-UP:** Help clean-up gym, hallway, and/or cafeteria.

Date: Sunday, December 3<sup>rd</sup>                      12:00 pm – 1:30 pm

