

NORTHERN STAR QUILTERS' GUILD

PROCEDURES/JOB DESCRIPTION

Activities Liaison - DRAFT

JOB DESCRIPTION

The Activities Liaison is a Board Member, appointed by the President, who oversees ad hoc educational and social activities for the Guild. As a Board Member, the Activities Liaison will attend monthly Board meetings and oversee and report on the status of the various activities. New activities may be added; any activities which do not generate sufficient interest or for which there are no volunteers can be dropped.

Responsibilities:

The Activities Liaison would work with volunteers who would manage the following current activities:

1. Show and Tell at meetings.
2. Special Interest Groups (SIGs).
3. Winter (January, February) Meeting Programs.
4. Appointing (with Board assistance) Guild members to lead these ad hoc events - brief descriptions listed below.
5. Ensuring the membership is kept informed about the various activities underway.

Activity Descriptions:

* **Show and Tell**

Members share pieces they have made before the lecture.

* **Special Interest Groups (SIGs)**

These are small self-directed groups in which members with a common interest learn from each other.

* **January and February Winter Programs**

These are usually social, educational, member participatory type activities that do not require the hiring of an outside speaker, due to the possibility of inclement weather and uncertain availability of the auditorium.

* **Holiday Boutique**

Interested members (and usually Comfort Quilts) may 'rent' a table to sell their hand-crafted and quilt related wares before the November meeting.

* **Super Saturday**

Around the end of February, Guild members get together for a fun and productive Saturday, lunch provided, taking member taught classes or working on their own projects.

* **Quilt Challenge**

A theme is solicited and members are challenged to make a small wall quilt based on the year's proposed theme, ribbons are awarded. The quilts are displayed at the April Guild meeting and at the Quilt Show.

* **Trips**

Organize a one-day or overnight trip to a Quilt Show if sufficient interest is expressed by the membership. (nothing currently in the works)