

My name _____

GIRLS' NIGHT OUT

June 13, 2016

We women of Towne South are the host. You are both invited and needed to fit into one of 19 work groups who will plan, prepare, and present a good evening for our friends from various churches of Christ and Christian churches around E City. Some groups need only a person or two, while others need up to a dozen—so 50 or more of us will need to take a role. **This form will get us started by seeing who's interested in what.**

Please indicate area(s) you are interested in and return to beth.bondurant@macuniversity.edu		Ideal no.	Someone else I suggest for this group	What This Work Group Will Do
Beverages	Sarah Lane, Lisa Tillman	4		Prepare beverages, get ice, pour and put at places; handle seconds; clean up afterwards
Blessing		1		Word a spoken prayer for the meal
Coordinator	Filled	1		Recruit, provide initiative for teams, and coordinate efforts
Decorations		4 to 6		Decorate tables and anything else you want for meeting; clean up
Desserts	Linda Peserik, Nicole Reaves	6 to 12		Provide a dessert; deliver to kitchen by specified time
Door Prize	Filled	1 or 2		Provide a door prize and arrange with program team for award.
Food		4 to 6		Plan/lead provision of food (excluding beverage & dessert)
Gym cleanup	Stephanie Grubb	6 to 8		Pick up plates from tables; clear tables; empty trash containers; stack & fold up tables (if needed; see Jonathan); sweep; clean any surfaces needed.
Gym setup	Jill Boyer	6 to 8		Set up sufficient tables & chairs for meal (if needed, see Jonathan); also for serving tables; put on table cloths, plastic ware, salt/pepper, napkins; set up trash stations
Interpreting	Joan Sawyer	1 to 3		Interpret for the deaf, if needed
Kitchen cleanup		6 to 8		Keep dishes/pans washed during prep and afterwards, sweep, clean counters; slice desserts, put on plates and on serving table.
Printed program	Filled	1 or 2		Collect material, prepare and duplicate printed program for meeting; put at places prior to eating
Program dev.		4 to 8		Develop a theme and concept; select participants
Propresenter		1 to 3		Prepare and run Propresenter and lights for evening
Publicity	Filled	1		Coordinate information to area churches; post information at TS
Registration & offering	Toni Gibbs, Barbara Owney	6 to 8		Get name tags & markers; greet, register and collect \$5 fee from those who attend; collect offering & give to Dan Lease
Table favors		4 to 6		Provide table favors; put in place before meeting; collect extras
Welcome		1 to 3		Deliver spoken welcome at beginning of meeting
Worship		4 to 8		Plan, prepare, present music and remarks (10-15 minutes) to advance theme; arrange for sound tech