



## GUILD OF SACRED HEART MEMBER INFORMATION SHEET

Please provide the following information as you would like it to appear in the annual Guild Membership Directory:

Name \_\_\_\_\_  
Last First

Address \_\_\_\_\_

Phone (H) \_\_\_\_\_ (W) \_\_\_\_\_ (Cell) \_\_\_\_\_

Email Address \_\_\_\_\_

The volunteer Guild of Sacred Heart supports every aspect of operation at Sacred Heart. Volunteers are vital to the success of the organization. Please select one of the following membership categories:

**\_\_\_Active** (\$40 annual dues)

Active members are encouraged to volunteer & participate in Sacred Heart events & are expected to support ticket sales of all events. Members in good standing are voting members of the Guild.

**\_\_\_Sustainer** (\$50 annual dues)

Sustainer member, are not required to participate in the activities of the organization. However, they may assist with the organization's projects & are urged to support ticket sales for fundraising events. If you have a special interest and want to volunteer, please mark your preferences below.

Listed below are our project and event opportunities. Please check those that interest you.

If you have questions about any of the volunteer opportunities, please call Millie Huff at Sacred Heart (706) 826-4700.

**\_\_\_Art Gallery-** Assist Gift Shop Manager with artists' receptions including hosting and providing refreshments for the events. (Six times per year)

**\_\_\_Display Cases-** Assist Chair in reorganizing historical memorabilia as needed in the display cases in Great Hall. (As needed)

**\_\_\_Festival of Nine Lessons & Carols-** Assist the Chair of this event including advertising, invitations, refreshments for choirs and readers, set-up and ticket sales. (December)

**\_\_\_Garden Festival-** Assist with the many aspects of Garden Festival. Job descriptions for each aspect of this event are available from the Garden Festival Chairman. (April)

**\_\_\_General Meeting Greeter-** Greet attendees, receive dishes, and set-up for serving. (Four times a year)

**\_\_\_Grounds-** Assist with planting, fertilizing and maintaining seasonal plantings. (Spring and Fall work days)

**\_\_\_Holiday Bake Sale-** Assist Chair by soliciting baked goods for the sale and working the day of the sale. (November)

**\_\_\_Holiday Decorating-** Assist Chair in decorating Great Hall for Christmas holiday season. (One work day)

**\_\_\_Holiday Open House-** Assist Gift Shop Manager & staff with executing event, assist with advertising, decorating, refreshments, & special attractions for this December event.

**\_\_\_Mailings-** Provide support to office staff by preparing a variety of mailings. (Monthly opportunities to participate)

**\_\_\_Silent Movie Night-** Assist Chair with planning and executing event including advertising, concessions sales, table set-up and ticket sales. (September)

**\_\_\_Hospitality Hostesses-** Assist at quarterly Guild membership meetings and other special events with hosting, greeting, and table set-up/clean up. (Four + times a year)

**\_\_\_Membership-** Assist Chair in recruiting new members & assisting at sign-in table at Membership meetings. (Four times a year)

**\_\_\_Member Appreciation Party-** Assist Chair in planning & executing party held in early December, including invitations, refreshments & set-up/clean up.

**\_\_\_Sacred Heart Hospitality Specialist-** Assist as needed answering phones, greeting visitors, giving tours, assisting with gift shop sales. (Monthly commitment requested)

Please return form along with membership dues to:

**Sacred Heart Cultural Center  
1301 Greene Street  
Augusta, GA 30901**

**If you have a friend that you would like to invite to join the Guild, please list him/her name and address. We will send information about Sacred Heart and an invitation to join.**

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