FAIRLINGTON HOME AND GARDEN TOUR – Saturday, May 11, 2024 - 11:00am-3:00pm

VOLUNTEER JOB DESCRIPTIONS

**HOUSE SITTERS** – House sitters assist the homeowner with traffic flow and make sure each visitor has their tour program. The program serves as the entry ticket for each house. House sitters can answer questions, provide directions, and help as needed. There are two shifts, each lasting two and a half hours: one in the morning and one in the afternoon. Yes, you can take breaks as needed during that time.

**SPONSOR LETTERS AND DONATIONS** – This can be done by one or two volunteers; in person or by email or formal letter. It requires solicitation of funds from Village Management (property management companies) contractors (landscaping and trash removal companies) and local business in Shirlington and Bradlee Shopping Center. Sponsors are noted in the program.

**PHOTOGRAPHER** – The photographer will take pictures of the homes and gardens included in the tour which will be posted on the Fairlington Historical Society website. This requires the homeowner’s permission and scheduling a convenient time to photograph. We’ll also need a photo for the cover of the tour program.

**HOSPITALITY/TOUR REFRESHMENT** – The North Fairlington Community Center will be open during Tour Day and serve as a hospitality center for tired tour goers. This can be staffed by several volunteers who will also be responsible for providing lemonade, water and packaged snacks.

**VOLUNTEER AS NEEDED** – This could include help with the program, ticket sales or placing directional signs and flags to identify tour homes on tour day and then collecting and returning them when the day is over.

**THANK YOU DINNER** – There will be a catered buffet dinner at the Fairlington Community Center for the homeowners and volunteers the evening of the tour. We would like 1 or 2 volunteers to assist with table set up and breakdown/cleanup afterwards.