CHANGE OF DATE FOR THE BAZAAR

November 4 and 5, 2022

Open positions on UU Bazaar Committee: contact Ruellen Fessenbecker if you are interested. rfessenb (at) indiana.edu

- **Social Media Chair**: this person is web master of the Bazaar Facebook page and other social media sites. Need starts immediately. Sites will be updated as needed.
- **Artisan support**: (2 co-chairs) Informs artisans of time to apply for the Bazaar. Arranges jury for accepting artisans to the Bazaar. Oversees Move in of artisan booths. Answers questions during the bazaar. Oversees Move out after the bazaar.
- **Sign up and recruiting**: This person maintains an online sign up program such as sign up genius for recruiting bazaar approx. 100 volunteers . Also arranges for in person sign ups on the Sunday's before the bazaar.
- **Publicity:** this person arranges for in-house and public advertising of the bazaar. This person also manages the advertising budget. Also coordinates with social media chair.
- **Set up/tear down**: This person organizes the clearing of furniture from the meeting room and other rooms. Set up occurs on the Sunday before the Bazaar and again on Thursday before the bazaar. Times might be negocialble.
  Tear down and "putting the church together" happens on Saturday of the bazaar and usually takes around 4 hours depending on the number of volunteers that help.
- **Treasurer**: (2 co-chairs and some carefully selected helpers as needed.) These people share the job of keeping track of monies collected during the bazaar. They collect money from the booths at intervals during the day, count it and deposit the money as needed. They prepare a report of bazaar earnings.
- **Friday Café coordinator**. Sets the menu, instructs the kitchen volunteers, and coordinates the running of the kitchen during the day. (during covid restrictions menus and practices might need to be adjusted. The Kitchen coordinator will consult with the bazaar chair and the NEST committee for safe practices.)
- **Saturday Café coordinator**. Sets the menu, instructs the kitchen volunteers, and coordinates the running of the kitchen during the day. (during covid restrictions menus and practices might need to be adjusted. The Kitchen coordinator will consult with the bazaar chair and the NEST committee for safe practices.)
- **Pie chair person**: Coordinates the pie sale. Instructs bakers on how to freeze pies and when to bring them to church for the sale. Coordinates with Kitchen Café coordinators for the serving of pie slices.

Since the bazaar is happening before Thanksgiving, we will be having a pie sale. Freeze seasonal fruit this summer for your pie baking this fall.