



Gala Volunteer Frequently Asked Questions (FAQ)

1. What is the purpose of the gala fundraising event?

Our gala fundraising event aims to raise financial support for Holy Trinity Private School as well as lowering student tuition fees for all students.

2. How many times can I sign up for the Gala?

Each family is expected to sign up for **at least one shift per child** enrolled. Multiple shifts may be selected if desired. If neither parent is available, a qualified individual (responsible adult) may be designated to represent the family. This person should meet the required skill set for the position being signed up for.

3. How is Participation Met?

To meet participation requirements, everyone must attend their scheduled training for the position (if applicable) that you signed up for, **arrive on time and complete the entire shift.**

Those who sign up or are designated must attend mandatory training, fulfill duties for their volunteer position, and other tasks. Responsibilities vary depending on the position. The individual who attends training must also be the one who works in the position. Further details regarding expectations will be provided during training sessions, including guidance on the sign-up process to ensure completion of the full shift.

***Note:** There are Food Prepper during June 11th, and June 12th, these are at the reserved for parents with multiple children attending the school. A family member must sign up for a shift during the gala and then they will be qualified to sign up for the Food prepper shifts on June 11th and 12th. During these shifts, please find daycare for your children, no childcare will be provided during these shifts and please arrive on time.*

4. How much money would I receive for volunteering?

This depends on the amount raised from the Gala. Funding streams include Gala seat tickets, sponsorships, monetary donations, auction baskets, and raffles. The more that is sold, the more funds will be available to help lower tuition. Everyone is encouraged to share all Gala-related posts to increase exposure.

5. Why are the training durations different for each position?

The training is being customized to ensure each position receives the appropriate guidance to efficiently complete all assigned activities.

6. What if I can't make it to the training scheduled?

For the positions that have training, please note - **training is mandatory**. If something comes up and you can't make it; you can designate someone to attend the training as well as work the shift in your place (it must be the same person that does both). Please notify BOTH Capitalina Ayhan and your lead so they are both aware of this change.

7. What attire should be worn in a shift during the Gala?



The goal of the attire is to create an elegant and traditional atmosphere. The planning team made the decision to keep the formal classic attire which is white and black colors.

Ladies must wear a solid white Russian dress with a white scarf and black accessories. Men wear black collared and long sleeve shirts or Russian shirts with black slacks. The food preparers in the back should also adhere to the same dress code guidelines and must remember to bring their own black or white apron. If the ladies do not have a white dress, then they can wear a solid black dress. Please do not wear a print with multiple colors.

Volunteer positions directly serving guests will receive aprons. These are the volunteer positions that will receive an apron: food servers, water/wine servers, and bartenders. Food servers are receiving solid black aprons, and the drink servers will wear white and black pin-striped aprons.

8. I got invited to be a guest; how can I complete my mandatory volunteer requirement?

If you are invited to attend the gala as a guest and you signed up for a volunteer shift the day of the Gala, please reach out to Capitalina Ayhan and share who will work your entire shift. Partial shifts are not allowed. Your replacement must attend the training as well as work the entire shift. Two individuals cannot be assigned to one shift.