

		<h2>Pipe &amp; Drape Team</h2>	<h2>0806</h2>
<p><b>Purpose:</b> To set up and tear down pipe &amp; drape, tablecloths, skirts, tables &amp; chairs as directed by.</p>			
<p><b>Commitment Level</b></p> <p>Conference Week:                      Fri &amp; Sat                  Average per day -                      7 hrs</p>		<p><b>Responsibilities</b></p> <p>Pre-Conference                  During Conference</p>	
<p><b>Reports to:</b></p> <p style="text-align: center;"><b>Pipe &amp; Drape Supervisor</b></p>		<p><b>Works closely with:</b></p> <p>Exhibit Manager                  Facilities Captain                  Retail Event Manager</p>	

**Responsibilities pre-Conference:**

1. Help recruit volunteers.
2. Attend scheduled conference planning/prayer meetings.
3. Pray for the conference.

**Responsibilities during Conference:**

1. Setup pipe & drape, tablecloths, table skirts, chairs, and tables in accordance with the room assignment list, **recording** location of each item set up.
2. **Help ensure that all items setup, are retrieved.**

**Heavy lifting may be required.**