



NOTRE DAME SCHOOLS

Lions Mane Event 2026; Around the World – Logistics Committee

Event Date: Saturday, March 21, 2026; 6-10 pm

Location: McGarry Gymnasium at Notre Dame-Cathedral Latin (NDCL)

Role Overview:

The Logistics Committee ensures the Mane Event runs smoothly from start to finish. Volunteers help with setup, event coordination, and take-down, bringing creativity, problem-solving, and energy to make the event a memorable experience for all attendees. Committee members work closely and report to the Advancement Event Coordinator.

Responsibilities:

- Assist with **event setup** beginning the week of March 16, 2026, including decorating, arranging tables, signage, auction displays, and other event materials.
- Support **event operations** on the day of the Mane Event, helping with setup, logistics, and any on-the-spot needs.
- Assist with **take-down and cleanup** after the event.
- Work in assigned event set-up **shifts** based on your availability.
- Contribute creative ideas for event layout, décor, and flow to enhance the guest experience.
- Collaborate with other committees to ensure smooth coordination and communication throughout the event.

Time Commitment:

- Setup: Thursday, March 19, Friday, March 20, and Saturday, March 21 (various shifts available)
- Event Day: Saturday, March 21 (shifts available)
- Take-Down: Immediately after the event and Sunday March 22 (as needed)

Skills & Qualities:

- Team-oriented and flexible.
- Comfortable with hands-on tasks and lifting as needed.
- Creative, organized, and detail-minded.
- Enthusiastic about creating a fun and memorable event experience.

Impact:

By volunteering with the Logistics Committee, you ensure that the Mane Event is beautifully presented, runs seamlessly, and provides an exceptional experience for all guests—directly supporting Notre Dame Schools mission and success of the event.

Interested? Reach out to Elizabeth (Penko-Suk '11) Fanzo, Advancement Events Coordinator, to learn more! Elizabeth.Fanzo@ndcl.org.