



WAYS TO GET INVOLVED 2017 AUCTION

Donation Solicitation Committee (MOST HELP NEEDED HERE)

- Assist the Solicitation Team in contacting past and prospective donors.
- Help in gathering donations and listing the values, contact person, and any restrictions a donation may have.
- Soliciting as little as 3-5 donations can be a huge help!
- **Time Commitment:** *Flexible 1-10 hours*

Sponsorship Solicitation Committee

- Assist the Sponsorship Team in contacting past and prospective sponsors.
- Are you connected to a few parents or businesses who would potentially sponsor a table at the auction? A few phone calls to your social and professional network are very valuable to us! Also, these connections may be the right source for a unique silent or live auction package.
- **Time Commitment:** *Flexible 1-3 hours*

Class Basket/ Wrapping Committee

- Lead or assist in the effort to get class baskets. Work with room parents to communicate goal and timing.
- Lead or assist in the wrapping and collection of baskets. Rhonda Schafer will be your mentor.
- **Time Commitment:** *Flexible 3-5 hours*

Sign Me Up Committee – SMU parties are created for students and parents alike to sign up for at the auction.

Examples include: Airsoft Wars for Grade 2- 3rd Boys, Pinterest Cooking Class for Grade 6-12 Girls, Italian Poolside Dinner Party for adults, Ladies Night Bookclub, Backyard BBQs.

- We want your ideas and we need 1-2 parents to help with the coordination of all the information. We are also looking for hosts.
- **Time Commitment:** *Flexible 1-5 hours*

Student Volunteer Coordinator/Assistant

- Work with Lisa Thor to connect and assign work jobs to student volunteers
- Manage students on the night of the event

Décor/Setup Committees – Everyone will be invited to take part in these work parties

- Work with Chair – assist in gathering of supplies and setting up of décor work parties, pre-auction day set up.

AUCTION NIGHT

Guest Registration - Greet guests the night of the Auction, check in at registration table, distribute name tags and table assignments. Assist in printing receipts or collecting payment after auction.

Time Commitment: *Auction Night, 4pm-6pm*

Silent Auction Distribution - Distribute all purchased silent auction items in Eagle Court for couples and individuals to pick up. Assist with direction and pickup. These volunteers will miss some of the Live Auction.

Time Commitment: *Auction Night, 7:30pm-9:30pm*

Clean-up - After Auction clean up. Ensure that décor gets taken down and assist caterer with clean-up.

30 minutes – 10-15 adults needed to clear tables

30 minutes – 10 adults needed to help clear decorations

To volunteer contact Michelle Rogers at 651-757-4314 or michellerogers@newlifacademy.org