



STEP INTO SPRING STMS AUCTION 2022 **OPEN VOLUNTEER POSITIONS**

It takes a tribe to create our Auction Gala and we are building that tribe and want **YOU!**

WAIT! Before you toss this paper, you need not fear! These positions are not new, they have been done by many before you. You can always partner up to ease the workload. Feeling better about this? Read on the list of many fun opportunities for you to apply your talent and choose that best fit for you!

Procurement Classroom Lead – Calling on Kindergarten, 1st, 7th & 8th Class!

You will assist the Procurement Committee to reach out to corporate and local businesses to procure advertising, sponsorship or for a donation. This is a collaboration with the rest of the Procurement Committee. In addition, send email reminders to your class and keep track of class' procurement obligations are turned in timely. This is a team effort, and we'll have a Procurement Lesson 101 to help.

Class Basket Lead (1 or 2 Volunteers per Class) Hey K to 8th Grader Parents! Would you like to help coordinate your class basket? It entails coming up with a classroom themed basket and coordinating this with your class. We'll need your help to send out communication emails and gently nudge folks to meet deadline dates too.

Class Art Project Lead (1 or 2 Volunteers per Class) Each class come together and get creative to create a meaningful class project that drives parents into a bidding frenzy at the gala event! This position is in-charge of collaborating with the class on a project, work with the kids and classroom teacher and ensure the project is turned in timely.

TIP: Go to Pinterest for inspiration!

Video Production (1 Volunteer) We need help with filming footage for the auction video with camera use and coordinating with the school office and classrooms.

Live Auction Slideshow (1 Volunteer) This is about getting all texts, images on a PowerPoint slideshow which will be provided by the Auction Chair. Volunteer will also be operating and simply move the PowerPoint slideshow presentation forward as the live auction progresses.

Dessert Dash Lead (1-2 Volunteers) Volunteer will gather mouthwatering desserts for the Gala via sign up genius and set up the dessert tables the day of the Gala.

Gala Event Set Up (3 Volunteers) Set up the day of the gala; put up tables and chairs, assist with decoration, put out silent auction items etc.

Registration (2 Volunteers) Help check in guests in the system and welcome attendees with a smile.

Silent Auction Monitors (2-3 Volunteers Each for Gala and Family Auction Events)
Volunteers will monitor the Silent Auction tables.

Silent Auction Closers (2-3 Volunteers per Event) For both Gala and Family Auction, volunteers will help the winning bidders retrieve and package up the item/s they won.

Kitchen Help / Food Service (3-5 Volunteers) To help serve food at the Family Auction.

Live Auction Spotters for Gala & Family Auction (2-4 Volunteers) These volunteers help the Auctioneer during the Live Auction portion of the evening. They help identify where bidders are in the crowd by just pointing them out if Auctioneer isn't noticing.

Live Auction Recorders for Gala & Family Auction (2 Volunteers) These volunteers write down the winning bid #s for each item sold during the Live Auction.

Live Auction Runners for Gala & Family Auction (2 Volunteers) Volunteers take "winning bid" acknowledgement slips to the winners of Live Auction items. They work closely with the Live Auction Recorders.

Clean Up (5-6 Volunteers): Many hands make light work! For the Gala Auction, items also need to be packed back into the truck and taken back to STM.

These are the open positions so far y'all! We will announce any other open positions that may come up.

We all want to be a part of our school community and we want to be a part of something bigger, this is it, STMS! We need your help, and we need your support. You will also cross off your 4 auction hours commitment. And the cherry on top? A meaningful, memorable, fun community events that help our school directly!

Make sure to sign up and join in on all the fun! Go ahead, hike up your sleeves, flex some arm muscles and repeat after me, "I CAN DO THIS!" Now, go ahead, email, text or call me to sign up and reach out to me for any questions anytime. I'm happy to chat with you!

- Margie

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