

Pre-Auction Volunteering

Our auction is not like other auctions. Primarily, it is a night when our extended community comes together to show their support and enjoy one another's company. It is also a process, where we come together in the months before the auction creating all the elements required for a successful evening.

Many hands make light work, and our auction requires diverse talents. Pre-auction volunteering is the machine that drives the entire event, and we can't do it without everyone's help! Please look over the volunteer descriptions below to see what might spark your interest. If you are a new parent, and unsure of how to get involved in the auction, please stop by or call the office. We can give you recommendations, or pair you up with a veteran parent willing to show you what's involved.

SILENT AUCTION – Help acquire exciting auction items. Create signs and displays for each Silent item prior to the event. Help create the overall flow of the Silent Auction area.

LIVE AUCTION – Assist in acquiring and organizing donations for the Live Auction. Create signs and displays for each Live item prior to the event. Design the overall flow of the Live Auction area.

SPONSORSHIP PROGRAM – Help identify and contact prospective sponsors in the local business community and beyond.

ADVERTISING PROGRAM – Acquire and organize advertisements for the program book.

PATRON PROGRAM – Coordinate tables where friends and family can sit together and enjoy the auction.

PROGRAM BOOK – Help to design and edit the auction booklet.

Volunteering on Auction Night

One of the most important contributions you can make is to volunteer to work the evening of the event. We rely on our many friends and alumni, as well as parents, to make the evening run smoothly. By using a rotation system, we are able to let everyone work a little, and then enjoy the evening. We aim at a shift of 45-60 minutes for each volunteer. Below are descriptions of the areas that we will staff with volunteers the night of the auction. Specific details are provided that night at a pre-auction meeting.

SET-UP – On Saturday morning, transport items to the event and/or work with the Silent Auction Coordinators to place the items in the designated section.

REGISTRATION – Greet and register our guests as they arrive.

INFORMATION- Answer questions for guests and bidders and sell 50/50 and Quilt Raffle tickets.

DATA ENTRY & CASH-OUT - Work with the cash out process. This area is a great place for those of you who have data entry experience, and good organizational and math skills.

SILENT AUCTION CLOSERS – Supervise the closing of silent auction tables – a quick and exciting job.

ITEM DISTRIBUTION - Distribute items to winning bidders after the Silent Auction is closed.

LIVE AUCTION SPOTTERS – Spot bidders for the auctioneer during the Live Auction – if you like excitement, this is the job for you!

***HELP CREATE A SUCCESSFUL AUCTION.
WHEN WE ALL PITCH IN,
WE ALL WORK LESS AND ENJOY MORE
OF THE EVENING!!!***