40th Anniversary Champions for Change Gala & Auction
Steering and Fundraising Committee
Job Description

The Steering and Fundraising Committee for BARCC’s 40th Anniversary Champions for Change Gala & Auction is instrumental in achieving our goals for this annual event. With your assistance and dedication on this volunteer committee, the 2013 Gala and BARCC’s 40th Anniversary year will be our most successful yet!

The Committee’s goals for BARCC’s 40th Anniversary are to:
- Work with BARCC staff to foster relationships with former and current supporters
- Engage new individuals and businesses in BARCC’s 40th Anniversary activities such as the Gala, the Walk, house parties and others as they may arise.

The Committee’s goals for the 2013 Gala are to:
- Secure $60,000 in Corporate Sponsorships
- Raise $25,000 through Individual Ticket Sales
- Secure $2,500 in Program Book Advertisements
- Secure unique and valuable, silent and live auction items that will raise $125,000

All Committee Members must:
- Attend and actively participate in a majority of Committee Meetings
  - Attend our kick off meeting on May 1st at the Renaissance Boston Waterfront Hotel.
  - Attend all or majority of four working committee meetings:
    - Dates TBD
      - Times will be either at 8 a.m., 6 p.m. or alternating times depending on the preference of the Committee.
      - Outlook Calendar notices for the full schedule of meetings will be sent to all committee members prior to the first meeting.
  - In person participation is assumed although a conference call option will be available for those with special circumstances or last minute scheduling issues.
  - There will be a total of five meetings, with email and phone communication serving as follow-up between meetings.

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Commit to raising at least $2,500 for the Gala through sponsorships, ticket and ad sales, and auction items with the goal of securing at least one sponsor, one live auction item, and one table.

- Auction item needs include exotic vacation destinations, airfare, unique experiences such as celebrity chef-hosted house parties, rounds of golf with local celebrities, exclusive tickets to sporting or arts event, etc.
- Solicit sponsorships from at least five companies on BARCC’s prospect list for the Gala and the Walk.
- Solicit in-kind donations such as graphic design and photography services, discounted printing, and for both events.
- Hand address and personalize invitations to at least 15 individuals from your personal network for the Gala.
- Make a contribution to BARCC at a level that is personally significant to you.
- Register to participate in the Walk for Change and actively fundraise for the event.
- Attend the Gala on Friday, November 15, 2013 at the Renaissance Boston Waterfront Hotel and the Walk for Change on Sunday, April 13, 2014.

We understand that not everyone has the time and resources to meet these expectations, but still have a desire to help. To this end, there are other volunteer opportunities available for those individuals who are unable to commit to the full list of tasks outlined above.

**Gala Table Captain**

Table Captains host a table of 10 and are the driving force behind filling the room with people who will enjoy themselves, and are interested in learning about BARCC and, hopefully, willing to donate. Table Captains invite friends, family, and colleagues to join them for the evening and either coordinate their table’s individual ticket purchases or personally purchase the table in full and invite people as their guests. You can be a captain for more than one table, or two people can Co-Captain one table. Table Captains are typically committed to raising $1,500 for BARCC – 10 seats at $150 each.

**Event Day Volunteer**

Event volunteers help out with logistical activities before, during, and after both events on the day and evening of the event. These volunteers are divided into teams that work together on different aspects of the event including delivery, set-up, registration, for both events as well as silent auction monitoring, live auction spotting, check out, and packing for the Gala. Please note that most event volunteers are working during the event and do not get to participate fully in either event.

If you are unable to attend the events, but would like to assist with fundraising, follow-up or other tasks leading up to them we welcome all BARCC supporters to help. The opportunities are limitless for helping make BARCC’s 40th anniversary year memorable and our most successful year yet!

For more information on how to get involved, please contact Kim Sebastiao, Senior Events Coordinator, at 617-649-1260 or events@barcc.org.