



### **Volunteer Opportunity: Auction Committee Member, SASF Auction Committee**

The Seattle Animal Shelter Foundation (SASF) is looking for a **Volunteer Auction Committee Member** to join our 2024 Auction Committee! SASF is a 501(c)(3) nonprofit focused on raising critical funds for the Seattle Animal Shelter (SAS). We support programs at the animal shelter that the City of Seattle cannot fund on their own. Our all-volunteer board and committees are passionate about animal care and love giving back to our community.

As a member of the Auction Committee, you will have the opportunity to support the planning, overall strategy, and implementation of the SASF auction event. The Furevermore Auction & Gala is held annually in the fall (this year on November 9!) with a target attendance of approximately 300 of the foundation's top supporters. The event includes both a silent and live auction as well as entertainment during a cocktail hour.

The ideal candidate enjoys working closely as part of a team and is excited about offering creative ideas to support the planning of a spectacular event. The candidate should be able to work independently to complete tasks and feel comfortable reaching out to the community in support of SASF.

#### **Responsibilities of Committee Members:**

- Assist with planning and execution of Furevermore Auction & Gala.
- Support and actively engage in item solicitation/procurement and organization.
- Attend planning meetings and assist with event coordination/details.
- Support and actively engage in sponsor solicitation/procurement and coordination.
- Collaborate with SAS leadership and volunteers across development and marketing committees.
- Have fun with us raising funds and helping Seattle's shelter pets most in need!

#### **Qualifications:**

- Fundraising and/or sales experience preferred, not required.
- Experience working on auctions preferred, not required.
- Experience in communications/marketing/copywriting preferred, not required.
- Experience with spreadsheets and databases preferred, not required.
- Professional or volunteer experience as an Event Coordinator or Program Manager preferred, not required.
- Comfortable multi-tasking and working autonomously.
- Comfortable leading/managing work streams.
- Experience volunteering for a nonprofit preferred, not required.
- A positive attitude and genuine desire to make a difference for Seattle's shelter pets.

**Time commitment:** 3 to 5 hours per week, on average.

If this sounds like you, we'd love to hear from you! Please email your resume to SASF's Recruiting Specialist, Upasana Mishra, at [umishra@seattleanimalshelterfoundation.org](mailto:umishra@seattleanimalshelterfoundation.org).

*The Seattle Animal Shelter Foundation (SASF) is committed to advancing diversity, equity, and inclusion in all aspects of our work, with a strategic focus in establishing inclusive recruitment and retention initiatives. SASF is proud to be an equal opportunity employer. All qualified applicants for paid and volunteer positions will receive consideration for employment without regard to race, religion, creed, color, national origin, age, sex, gender, gender identity or expression, two-spirit identity, sexual orientation, sensory, physical, or mental disability, marital status, political ideology, protected veteran status, or on any other basis protected by federal, state or local law, or any other non-merit based factors.*