



Dessert Auction Chair

Role Description

The Dessert Auction Chair will be responsible for soliciting 30+ desserts for the dessert auction and coordinating deliveries and pick-ups on the day of the event. The ideal candidates will be excited about sugar and will not be afraid to ask friends and businesses for baked donations. They will also be detail-oriented and capable of tracking information clearly and accurately.

Our signature dessert auction is a very exciting part of the night that makes our Auction unique. At the event, each table receives a bid card for the dessert portion of the night. Each table is guaranteed a dessert, but the amount that the entire table bids determines the order in which they will be allowed to pick their dessert. Desserts will be on display during the silent auction to generate excitement. Last year's dessert auction raised over \$10,000, with the first-place table bidding over \$1,000! Creativity sells.

Responsibilities include:

- Review task timeline, research edits/additions to call list, and divide solicitations amongst the team.
- Because most dessert tasks will not be able to be completed until October, assist with other auction tasks until then.
- Solicit dessert donations.
- Confirm all dessert donors one month prior to the event.
- Ensure all dessert and donor information is submitted to Center staff at least 2 weeks prior to the event.
- Remind donors of their commitment one week in advance.
- Coordinate dessert transport and delivery to the venue on the day of the event.
- Set up dessert display at the Auction.