**This year Spirit and Splendor will be held on September 19, 2025**

**at Globe Iron, in the West Bank of the Flats.**

**Pre-Event Roles:**

**Auction Item Solicitation:** We need help calling and or visiting local businesses in order to solicit auction items for the gala.

**Day of Event (September 19, 2025) Roles:**

**Greeters/Directing Traffic (5:30pm-7:00pm)**

Greet guests and show them to the registration tables. Help keep traffic flowing through registration lines.

**Registration/Check Out (5:30pm-10:00pm) \*You will be seated for this role.**

Register guests on laptops as they arrive, enter bids from silent auction/live auction throughout the night and take payments when guests check out.

**Program Book Distributor at Registration (5:30pm-7:00pm)**

Help at registration to find guests program books with bidder numbers.

**Ticket Seller – Random Raffle (6:00pm-9:00pm)**

Walk around the event selling tickets for our random raffle.

**Ticket Seller – Signature Raffle (6:00pm-9:00pm) \*You can sit for this role.**

Stationed at a table selling vacation raffle tickets, signature raffle tickets, facilitating the wine pull, facilitating the bourbon pull, and showing guests where to put their door prize tickets.

**Silent Auction Tables/Mobile Bidding Support role/Floater (6:00pm-8:30pm)**

Helps registration tables as well as helping guests with mobile bidding. May be needed at the end of the evening to help with check-out, making sure the right person is taking the silent auction items home. Other tasks as needed.

**Live Auction/Fund the Mission Recorder (8:30pm-9:30pm)**

Record bidder numbers as guests buy live auction items and donate to our fund-the-mission.

**Live Auction/Fund the Mission Runners (8:30pm-9:30pm)**

Take bid sheets from the recorders to registration tables so they can enter bids before guests check out.

**Random Raffle Closer (9:00pm-10:00pm)**

Pull random raffle winning tickets, take them to the board to be recorded and help guests find their items.