



**2024 Volunteer Position | Fundraising – Earth Day Silent Auction Manager
Posting No. 24-01 | January 30, 2024**

Time Commitment: About 50 volunteer hours from February to May 2024

About AWARE:

The Association of Whistler Area Residents for the Environment (AWARE) has been Whistler's environmental charity for over 30 years. We work to progress community-scale solutions to some of the biggest challenges of our time. Climate Change. Habitat Loss. Wildlife. Waste. Water. Biodiversity. Wilderness. We work independently and with others to connect people with nature and build more sustainable communities.

Every member of our small but dedicated team has the opportunity to create change from within the programs they work on – whether inspiring future generations to care about the environment, helping people grow local organic food in our community gardens, or supporting businesses to reduce waste. We find ways to connect with the things people care about and focus on finding shared values as a route to changing behaviours and shifting unsustainable cultural norms.

The Position:

AWARE is seeking a passionate and experienced Silent Auction Manager to support our volunteer fundraising committee. You will play a crucial role in creating a compelling and fun fundraising event designed to attract new members to AWARE while raising funds to support the non-profit's work in Whistler. The Silent Auction will be designed to help educate, attract, and engage members and contribute to promoting and building understanding of AWARE programs, projects, and initiatives. Please note this is an unpaid position. The time commitment is expected to be approximately 50 volunteer hours from February to May 2024.

Responsibilities

- Attend bi-weekly meetings leading up to Earth Day
- Assist in the identification and solicitation of silent auction donations
- Track and collect silent auction donations
- Draft communications to promote, manage and run the silent auction
- Attend an in-person meeting prior to the event, Earth Day events April 19 – 22, 2024
- Set up and manage technology for auction collection, set up and checkout
- Assist in promotion of the event
- Write a summary report to highlight outcomes of silent auction
- Follow up with donors to recognize their contributions

About You:

- Must be 18 years or older to volunteer



Association of
Whistler Area Residents
for the Environment

Association of Whistler Area Residents for the Environment

P.O. Box 1370, Whistler BC V0N 1B0

info@awarewhistler.org

www.awarewhistler.org

Benefits:

- Contribute to make a positive impact and add value for AWARE membership.
- Chance to build and strengthen your network.
- Complimentary membership with AWARE.

Interested candidates are invited to email info@awarewhistler.org with their expression of interest. Interviews will be conducted on an ongoing basis. We thank all applicants for their interest however, only those candidates selected for further consideration will be contacted.

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