

SMYAL's Fall Brunch Committee Volunteer Positions



On Sunday, September 26, 2010, SMYAL will host its 13th Annual Fall Brunch at the Mandarin Oriental, Washington D.C. This signature event is a unique opportunity to perform public outreach and secure contributions to support SMYAL's important efforts to empower local LGBTQ youth. Consisting of several elements including a reception, silent auction, and a 5-star meal, our Fall Brunch brings together over 500 supporters and community members.

SMYAL is looking forward to organizing and hosting an amazing event this year, but to ensure our success, we need your help! **We are seeking two dedicated and effective volunteers to lead our Fall Brunch Committee as Co-Chairs.** The Silent Auction Co-Chair and Community Relations Co-Chair positions are an ideal opportunity for DC area residents who wish to assist a well known non-profit organization, be involved in the production of a highly visible community event, and enhance personal and professional skill sets. Committee Co-Chairs will work closely with the Director of Development and assist with specific functions as outlined below:

Fall Brunch Silent Auction Co-Chair:

The Silent Auction Co-Chair will lead efforts to prospect and secure silent auction items from area businesses and organizations by assembling and managing a team of volunteers prior to the September event. In addition to item procurement, the Silent Auction Co-Chair will assist in item display and management on the day of the event. SMYAL seeks a motivated and creative individual who is capable and comfortable with approaching vendors to seek item donations in a coordinated campaign. The ability to effectively manage volunteers is essential to the position.

This position will require the following time commitments:

- Regular attendance at monthly Fall Brunch Committee meetings (1 to 2 hours per month beginning April 2010 and continuing through September 2010)
- Dedicated time of 48 hours to solicit and acquire Silent Auction gifts, which may include some weekend days scheduled at the Co-Chair's convenience (this activity could require the ability to lift up to 40 pounds and walk up to 4 miles in one day)
- Oversight of committee volunteers when their activities are associated with item solicitation and procurement (may consist of an additional 40 hours of volunteer management from April through September 2010)
- Up to 10 hours of design and item advertisement assistance in the days leading up to the event (including up to 8 hours on Saturday, September 25, 2010)
- Arrival by 7:00am on Sunday, September 26, 2010, to assemble item displays and bid sheets
- Silent auction management from 10:30am until 2:00pm on Sunday, September 26, 2010

SMYAL staff will assist in the coordination of item solicitation, procurement, display, and volunteer management. All print and other related resources required to carry out the position as detailed above will be provided by the organization. **The Silent Auction Co-Chair will work in collaboration with SMYAL's Director of Development, will receive a two complimentary tickets to the Fall Brunch, and will be recognized in the event's program book.**

The Fall Brunch Silent Auction Co-Chair position is a unique opportunity for an individual who enjoys interfacing with the community, has a passion for youth development and social justice, and is seeking opportunities to assist a worthy cause while building personal and professional skills in fundraising and silent auction management.

For more information about SMYAL's 13th Annual Fall Brunch Silent Auction Co-Chair position, please contact Jason Maglaughlin, Director of Development, at (202) 567-3159 or via email at Jason.Maglaughlin@SMYAL.org.

Fall Brunch Community Relations Co-Chair:

The Community Relations Co-Chair will lead efforts to recruit event sponsors, increase attendance, and enhance the fundraising component. This position entails interfacing with potential sponsors, communicating with and recruiting “Table Captains,” and assisting the organization in framing the Fund-a-Cause component of the Fall Brunch. SMYAL seeks a dedicated and organized individual who is comfortable approaching possible sponsors, experienced in individual fundraising, and has a working knowledge of event planning and management. The ability to communicate effectively and lead successful guest recruitment and fundraising campaigns is essential to the position.

This position will require the following time commitments:

- Regular attendance at monthly Fall Brunch Committee meetings (1 to 2 hours per month beginning April 2010 and continuing through September 2010)
- Dedicated time of 48 hours to solicit Fall Brunch Sponsorships, recruitment and steward “Table Captains,” and development of specific event program components (activities require written and oral communication skills)
- Oversight of committee volunteers when their activities are associated with sponsorship and guest recruitment (may consist of an additional 40 hours of volunteer management from April through September 2010)
- Up to 10 hours of preparatory and administrative work in the days leading up to the event (including up to 8 hours on Saturday, September 25, 2010)
- Arrival by 7:00am on Sunday, September 26, 2010, for centerpiece assembly and volunteer management
- Volunteer management from 10:30am until 2:00pm on Sunday, September 26, 2010

SMYAL staff will assist in the coordination of sponsorship solicitation, “Table Leader” recruitment, and volunteer management. All print and other related resources required to carry out the position as detailed above will be provided by the organization. **The Community Relations Co-Chair will work in collaboration with SMYAL’s Director of Development, will receive a two complimentary tickets to the Fall Brunch, and will be recognized in the event’s program book.**

The Fall Brunch Community Relations Co-Chair position is a unique opportunity for an individual who enjoys interfacing with the community, has a passion for youth development and social justice, and is seeking opportunities to assist a worthy cause while building personal and professional skills in fundraising and event management.

For more information about SMYAL’s 13th Annual Fall Brunch Community Relations Co-Chair position, contact Jason Maglaughlin, Director of Development, at (202) 567-3159 or via email at Jason.Maglaughlin@SMYAL.org.

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The Sexual Minority Youth Assistance League (SMYAL) is the premiere Washington, DC metro area service organization solely dedicated to supporting lesbian, gay, bisexual, transgender, and questioning (LGBTQ) youth. Founded in 1984, SMYAL is a 501(c)(3) nonprofit organization.

Our mission is to promote and support self-confident, healthy, productive lives for LGBTQ youth as they journey from adolescence into adulthood. To fulfill our mission, we concentrate our commitment and energy on five focus areas: (1) Life Skills & Leadership Development, (2) Counseling & Support, (3) Health & Wellness Education, (4) Safe Social Activities, and (5) Community Outreach and Education.

SMYAL provides comprehensive services and educational outreach initiatives at an onsite Youth Center in Capitol Hill and throughout the Washington, DC metropolitan area. These services include: HIV prevention education, counseling, testing, and referral; individual counseling and support groups; youth and leadership development activities; and community education programs designed to raise awareness of LGBTQ youth issues among educators, youth service professionals, and straight-identified youth.

SMYAL empowers LGBTQ youth to overcome the many challenges they face through high-impact programming, and by providing a safe and supportive space in which to grow and learn. **For more information, visit: SMYAL.org.**