



Gala Planning Committee

Position Status: Committee Member/ Key Volunteer
Time Commitment: Occasional meetings leading up to the event, some outside work, day-of event prep and evening of Gala

Position Overview:

Susan G Komen Chicago is seeking an enthusiastic Gala Planning Committee for this year's annual fundraising Gala, "All Bets on Pink". It will be held at The Palmer House, a Hilton Hotel, on October 26th and we need your help to make it a success!

Primary Responsibilities:

Gala Planning Committee members will assist in planning our annual fundraiser event alongside the Komen Chicago Development team. We will need help with gathering auction items and facilitating the silent auction, promoting, and volunteering during the event.

You must sign up for at least 1 of the available volunteer opportunities listed in the volunteer section below. We encourage volunteers to sign up for more than role is possible!

General Requirements:

- To remain in good standing, committee members must meet a fundraising minimum of \$180 (the price of 1 mammogram) per event season (August 1st to December 13th, 2019)
- Volunteer for at least 1 available volunteer opportunities, listed below
- Ability to lift / carry 15 pounds; capable of standing for one hour or more

Benefits:

- Become a key volunteer for Komen and get more involved in your community
- Great boost for your resume!

Volunteer Opportunities

Gala- Friday Load-In Volunteer Opportunity

- *From our office....* We need 2-4 volunteers to help us load trucks with supplies from our Komen office on Friday October 25, prior to the event:
- *To the venue...* We need 5-8 volunteers to help us unload trucks with supplies at The Palmer House, a Hilton Hotel, on Friday October 25, prior to the event.

Gala- Producer Party Volunteer

We will be hosting our Producer Party to thank Sponsors for supporting our annual fundraising Gala. This year the theme is All Bets on Pink.

We need 2-3 volunteers to help with setup and registration. One volunteer photographer also needed.

Gala- Day-of Volunteers

On Saturday, October 26, 2019, we will be hosting our annual fundraising Gala. This year the theme is "All Bets on Pink!" It will be held at The Palmer House and we need your help to make it a success!

We need 20-25 volunteers to help in a variety of areas including but not limited to:

- Set up auction
- Registration



- Entry Way Greeters
- Coat Check Attendees
- Silent Auction Assistants
- Photographer Assistants
- and more!

About Susan G. Komen®

Susan G. Komen is the world's largest breast cancer organization, funding more breast cancer research than any other nonprofit while providing real-time help to those facing the disease. Komen was founded in 1982 by Nancy G. Brinker, who promised her sister, Susan G. Komen, that she would end the disease that claimed Suzy's life. Komen Chicago is working to better the lives of those facing breast cancer in the local community. Through events like the Komen Chicago Race for the Cure®, Komen Chicago since 1997 has invested over \$18.1 million in community breast health programs in our five county area, Cook, Lake, DuPage, Kane & McHenry and has helped contribute to the more than \$988 million invested globally in research.

To Apply:

Please email Meg Bleeker, Development and Volunteer Coordinator, at mbleeker@komenchicago.org with your resume and application. Please make "Gala Committee member" and your first and last name the subject line.



Komen Chicago Gala Planning Committee Application

Please completed all the below fields so we can get to know you a little better! Once completed, please email to volunteer@komenchicago.org. Prior to submitting your application, be sure you have included both your application AND updated resume.

PERSONAL

Name _____

Address _____

Phone _____

Email _____

Date of Birth _____

Referral _____

Have you volunteered with Komen before? (Please list date joined): _____

INTEREST/EXPERIENCE

How did you hear about Komen Chicago?

Why do you want to get involved with our Gala Planning Committee?

What Komen Chicago events have you attended or volunteered for in the past?

What is your fundraising experience to date?

Please list all philanthropic/fundraising boards you are currently involved with.



EMPLOYMENT

Are you currently employed? (Circle one)

Yes

No

If yes, where?

What is your title and job description?

What makes you passionate about working with Komen in the fight against breast cancer?

REQUIREMENTS

Do you believe you can complete the Gala Planning Committee requirements? (Circle one)

Yes

No

On a scale of 1 to 5, what areas are you most interested in participating in? (1 = most interested;
5 = least interested)

___ Recruiting new supporters for Komen

___ Securing event and in-kind sponsors

___ Event planning

___ Volunteer opportunities

___ Soliciting auction items

TERMS OF AGREEMENT

I am aware that to remain in good standing with the Gala Planning Committee, I must complete all requirements as outlined above during this event season.

Printed Name _____

Signature _____ Date _____

Thank you for your interest in joining the Gala Planning Committee. Please allow 2-3 business days for review of your application.