



Raffles Chairperson shall:

1. Coordinate raffle(s) sign-up at the Welcome/Hospitality Table at the general meetings and events.
  - a. Retain and display current materials regarding Guild raffles including:
    - i. Name tag raffle tickets and prizes
    - ii. Opportunity raffle tickets and prizes
  - b. Collect money for raffles for any tickets sold
    - i. Provide Treasurer with any funds received (including total for amount collected) at the conclusion of the event/meeting
  - c. Facilitate raffle drawing(s) during event/meeting and announces winner(s) selected
    - i. May serve to promote or share information during meeting relating to opportunity raffles or other raffle-based events as needed
  - d. Support annual collection of potential raffle prizes for the Guild through partnership with the Executive Board
  - e. Provide support to Welcome/Hospitality Chairperson at meetings as needed
2. Encouraged to attend monthly Executive Board meetings when possible

***Estimated Time Monthly: 1.5 Hours***