

**AMERICAN LEGION AUXILIARY
NEWPORT HARBOR UNIT 291**

JOB DESCRIPTION: CHAIR COVER RENTAL AND MERCHANDISE SALES
(Updated 1/8/24)

Position: Chairman

Purpose: Small Fundraiser

RENTAL OF CHAIR COVERS

The Auxiliary rents out chair covers and colored sashes for special events at the Post.

1. The chairman organizes volunteers to cover the chairs the day of the event including colored sashes.
2. After the event, the chairman organizes volunteers to wash, dry, hang and bag, and return to the Auxiliary shed.

MERCHANDISE SALES

Tee shirts or "Branding" for the American Legion Auxiliary Unit 291.

1. Chairman organizes design committee, orders styles of tee shirts, delivery, displays the merchandise at the meetings, and handles the sales at the back of the room.