

Auxiliary Outreach

September 2025

Five basic steps to Auxiliary Outreach –

It is important to follow the five basic steps to make your Auxiliary Outreach Program successful.

1. Find local groups and organizations that need assistance.

Search local newspapers, nonprofit organizations in your community, websites, Facebook pages or ask your members what other organizations they belong to. Most organizations are short on volunteers; be eager to help them.

2. Ask what your Auxiliary can do to help them make their event successful.

Do they need help setting up, tearing down, cleaning up? Manning stations, assisting participants, answering phones or serving?

3. Vote at your Auxiliary meeting to approve the activity.

Once you have found an organization that needs your assistance, bring the activity back to your Auxiliary for approval. Have it in the minutes that members will be participating. This can be a one-time event or a reoccurring event.

4. Form the partnership with the other organization.

Be sure to show up on time and bring your “A” game. Wear an Auxiliary hat, shirt or pin.

5. Report the details.

At your next Auxiliary meeting report the number of hours for each member who participated.

You are there to volunteer your time. If the event overlaps with another Program, it must be reported in that Program. Here are some ideas: fold clothing at free clothes closet, deliver Meals on Wheels, course monitor for charity fun run/walk, volunteer photographer for charity events, assist passing out food boxes.

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