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**Volunteer Information Form**

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Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State\_\_\_\_\_\_ ZIP\_\_\_\_\_\_\_\_\_\_\_\_

Primary Categories for volunteering (descriptions at bottom of page)

\_\_\_\_\_Administrative \_\_\_\_\_Technology \_\_\_\_Artistic/Aesthetic/Exhibitions

\_\_\_\_\_Education \_\_\_\_\_ Public Relations \_\_\_\_General/Special Projects

Identify skills you have that may help The Artists Gallery and VBAC

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Desired Hours per Week or Month/Time Frame (i.e., 2x month, mornings are best)

|  |  |  |
| --- | --- | --- |
| Weekly (Describe: once a week/ two times, etc.)  | Monthly (Describe: twice a month? Indicate days | Special projects – Call when needed for special projects |
|  |  |  |

How did you hear about this opportunity?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list 2 references on the back of this form (Name, phone number, relationship to you)

Are you interested in a Volunteer leadership role? Yes\_\_\_ No\_\_\_

Volunteer opportunities for VBAC/Artists Gallery – sample opportunities for volunteers

|  |  |  |
| --- | --- | --- |
| **Administrative (examples)**Receptionist duties/front deskEntering classesTracking donationsTracking supplies | **Technology**Webmaster Social mediaData entryTwitter/Instagram | **Education**Docent-led art talksArt Talk Coordinator-recruit groupsGreeterRecruit artists and teachers |
| **Public Relations**Greeters for Center and GalleryAssist with community eventsPromotion of VABC events and programs | **Artistic/Aesthetic/Exhibitions**Assist with art exhibitions (signage, hanging, etc.)Plan and assist with receptionsAssistance with Gallery appearance | **General/Special Projects**Organize storeroomAssist with community and fundraising programsHospitality at special events |

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_