

# FALMOUTH ARTISTS GUILD - VOLUNTEER FORM

Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Residence: Year Round \_\_\_\_\_ Summer From \_\_\_\_\_ To \_\_\_\_\_

Times Usually Available (e.g., Fri., PM, occasional, weekends only): \_\_\_\_\_

Special Interests \_\_\_\_\_

Please select the categories that include volunteer activities that interest you. You will be called on as needed. For most of these activities, we do not expect you to sign up for a regularly scheduled job. Volunteering can be a great opportunity to meet new people and support our organization.

\_\_\_\_ Meeting and greeting at reception desk \_\_\_ weekly \_\_\_ occasionally \_\_\_ as a substitute

\_\_\_\_ Office work \_\_\_ bulk mailings \_\_\_ phoning \_\_\_ writing than you notes \_\_\_ organizing as needed

\_\_\_\_ Receiving artwork for exhibits and shows

\_\_\_\_ Donating food for receptions \_\_\_ Host/Hostess for receptions (setup and take down)

\_\_\_\_ Helping with annual fundraising Artist Guild events: \_\_\_ Fashion Show (Spring) \_\_\_ Art and Soul (July) \_\_\_ Summer Art Auction (August) \_\_\_ Chair-ity Bash (October)

\_\_\_\_ Other Special Events

\_\_\_\_ Committee Work (Exhibitions, Curriculum, PR, Membership, Development, Other)

\_\_\_\_ Building & Grounds: \_\_\_ gardening and weeding \_\_\_ seasonal cleanup (spring/fall)

\_\_\_\_ PR: write and submit news releases and reviews to media prior to events and in a timely manner as part of a team \_\_\_ photograph Guild events

\_\_\_\_ General Fund Raising, organize events, create lists, host/hostess events, follow with thank you notes

\_\_\_\_ Graphic Design for posters, invitations, ads, etc.

\_\_\_\_ Give me a call if you need help and I will help if I can

Please Mail this form to PO Box 660, Falmouth, MA 02541