



Center for Creative Arts Expression

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centerforcreativeartsexpression.org

Volunteer

Exhibits...

Function: To help with exhibits. This may include assistance in producing programs, producing labels, decorating, bringing a dish to the reception, cleaning both before and after the reception, etc.

Number of Volunteers Needed: 2-3

Time Commitment: Flexible

Exhibit Installation...

Function: To assist in hanging art exhibits.

Number of Volunteers Needed: 2

Time Commitment: Flexible

Fundraising...

Function: To help organize and assist with fundraising activities at CCAE.

Number of Volunteers Needed: 1 - 3

Time Commitment: Flexible

Pubilcation Distribution...

Function: Grab some flyers, grab some friends and hit the streets and distribute flyers!

Number of Volunteers Needed: 2-5

Time Commitment: Flexible

Front Desk Attendant...

Function: To mind the front desk during gallery hours. Responsibilities include cheerfully greeting visitors and artists as they enter CCAE and answering any questions the public or artists may have.

Number of Volunteers Needed: 1 - 2 daily

Time Commitment: Flexible

Mailings...

Function: To photocopy and assemble bulk mailings.

Number of Volunteers Needed: 2-3

Time Commitment: Flexible

Cleaning...

Function: Vacuuming, mopping, cleaning windows, dusting, etc.

Number of Volunteers Needed: 2-3

Time Commitment: Flexible

Library...

Function: Organizing and keeping track of library books.

Number of Volunteers Needed: 1 - 2

Time Commitment: Flexible

Volunteer Telephone Tree...

Function: Organizing a volunteer telephone tree. Responsibilities include compiling names and numbers of volunteers, coordinating a system for contact, publishing the list, and periodically updating it for accuracy.

Number of Volunteers Needed: 1

Time Commitment: Flexible

Teaching...

Function: This includes creating, designing and implementing creative arts classes for children and/or adults. This can be after school or during evening/weekend hours.

Number of Volunteers Needed: Unlimited

Time Commitment: Flexible

Other...

Function: The Art Center is always open to the creative ideas of our members and community. If there is a particular interest you have that is not already listed, please contact CCAE to discuss it.

Number of Volunteers Needed: Endless

Time Commitment: Flexible

So, are you interested in volunteering?