VAC Volunteer Registration

Name: _________________________________ Date______________________________

Email: ________________________________ Phone Number: ______________________

Are you seasonal?  Yes _____ No _____ If yes, what months are you in Charlotte County?
Jan ___ Feb ___ Mar ___ Apr ___ May ___ June ___ July ___ Aug ___ Sept ___ Oct ___ Nov ___ Dec ___

Consignment Eligible? _____ Yes _____ No _____ Contract Date__________________________

Volunteer Interests: Check all that apply:

_____ Front Desk Weekly Commitment - Requires a welcoming personality and strong computer skills & data entry.

_____ Gift Shop Weekly Commitment - Includes sales assistance, cleaning, dusting, other gift shop related needs. Inventory needs in the Art Supply Store.

_____ Art Receptions Usually Thurs. 5-7PM. Includes greeters staffing various tables (food, bar, other)

_____ Exhibit Prep Monthly Commitment Includes receiving and hanging, prepping artwork for judging.

_____ Special Events Hours and days vary Includes big events like Battle of the Brushes, Open Houses, Peace River Art Festival, and other fundraising events.

_____ Administrative Weekly Schedules to be determined by need. Requires computer literacy, and ability to do data entry.

_____ Community Hours and days vary. Includes assisting the Community Engagement Manager with event planning, fundraising, and community engagement usually on a committee basis.

Current Skills and/or Experience: Check all that apply:

Computers _____ Accounting _____

Receptionist _____ Display Work _____

Writing _____ Fundraising _____

Advertising _____ Point of Sale Systems _____

Art Docent _____ Interior Design _____

Retail Experience _____ Graphic Arts _____

Other Experience ________________________________________________________________

Thank you so much for volunteering with the VAC, we truly appreciate your valuable and precious time. Your Visual Arts Center Staff!

*The Visual Arts Center reserves the right to request for, and schedule volunteers where they are needed the most.

Visual Arts Center * 210 Maud Street, Punta Gorda, FL 33950 * www.VisualArtCenter.org*941.639.8810