



## ART LEAGUE OF HILTON HEAD Volunteer Information

Volunteers are essential to the success of Art League of Hilton Head. Please consider volunteering today.

### Contact Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phones: Home ( ) - Cell ( ) -

Email: \_\_\_\_\_

### Availability

Please check all the times that you are available to volunteer:

Anytime	Weekdays:	Weekends:	How Frequently?	Specific Information?
___ Months of:	___ mornings	___ mornings	___ weekly	
_____	___ afternoons	___ afternoons	___ monthly	
_____	___ evenings	___ evenings	___ occasionally	

### Check all the areas in which you would be interested in volunteering:

- |   |   |
|---|---|
| ___ Greet visitors at Gallery             | ___ Proof-read Membership Directory                   |
| ___ Assist visitors in shopping           | ___ Computer skills/ data entry                       |
| ___ Gallery Sales Assistant               | ___ Help with mailings                                |
| ___ Greet visitors at Receptions          | ___ Help with outreach                                |
| ___ Greet and welcome guests              | ___ Patch/ paint Gallery walls                        |
| ___ Serve food                            | ___ Take photographs for advertising and publications |
| ___ Bartend- wine, water, etc.            | ___ Write articles and copy for publicity             |
| ___ Clean up after reception              | ___ Conduct research and analysis                     |
| ___ Help with monthly art                 | ___ Help make phone calls                             |
| check in/out at main Gallery              | ___ Help with fundraising                             |
| ___ Review and update bin art             | ___ Help with grant writing                           |
| ___ Help with general office tasks        | ___ Assist in Academy office                          |
| ___ Help hang artwork at changeover       | ___ Assist in art classes and workshops               |
| ___ Put up labels on artwork              | ___ Help organize lectures, tours & demos             |
| ___ Help gather feedback from artists     |   |
| ___ Distribute flyers/brochures/postcards |   |

### Would you be willing to serve on any of the following standing committees?

- |  |                                |
|--|--------------------------------|
| ___ Volunteer Committee                  | ___ Development Committee      |
| ___ Membership Committee                 | ___ Education Committee        |
| ___ Exhibition Committee                 | ___ Artists Advisory Committee |
| ___ Marketing & Communications Committee |                                |

Please return to Art League Gallery: 14 Shelter Cove Lane  
or email to: [admin@artleaguehi.org](mailto:admin@artleaguehi.org)