

Selkirk Community Arts Centre Inc. MEMBERSHIP APPLICATION

PLEASE PRINT

Date: _____ Name: _____
Address: _____ City/Town: _____
Postal code: _____ Phone: _____
E-mail: _____ New Member _____ Renewal _____

Type of Membership:

Student \$15

Individual \$30

Family \$40

Mail or hand deliver to:

Selkirk Community Arts Centre Inc.
101-250 Manitoba Avenue, Selkirk, MB R1A 0Y5

OFFICE USE ONLY

Receipt

Card Issued

Entered Membership List

This Volunteer Opportunity form/checklist is now included with new and renewal membership forms. We ask that each member **check off 3 areas** where they would be willing to **volunteer**. If we all contribute what we can, it will help the art centre grow and become more sustainable. Completed surveys can be e-mailed, mailed, or hand delivered to Gwen Fox Gallery. **Phone: (204) 482-4359 e-mail: gwenfoxg@shaw.ca**

“As the Selkirk Community Art Centre, we are committed to promoting and fostering all forms of the arts within the community of Selkirk and district. In addition to our exhibition and sales space, the centre also hosts educational programs and workshops. Unlike a privately owned, for profit gallery, Gwen Fox is a non-profit, community run gallery, depending solely on the active participation of all of its members to volunteer time to help administer, run, and support the gallery’s many activities. Please consider how you can help us grow and thrive.”

Please **check off 3 or more** areas in which you would be willing to help. See attached for job descriptions.

Hanging team for artwork

Making labels on computer

Clean up team

Advertising & Promotion

Gift Shop Rotation

Gallery Host

Social Media & Website

Workshop Coordinator

Special events

Library displays

Sub for gallery host

Ladies Program Hostess

Secondhand Store

Name:

Phone:

E-mail:

Cell:

Job Descriptions

Hanging Team – Twice a year for the All Members' Shows in June and September, we require a team of volunteers to hang and display artwork after the artists have dropped off their work. Help would also be welcome in setting up monthly exhibits.

Making Labels – Six times a year we need labels made for work being displayed at the Gaynor Family Library, and twice a year we need labels made for the All Members' Show. There is a template on the Art Centre computer that is easy to follow. Once complete, labels must be printed and cut apart for display.

Advertising & Promotion – We need someone to look after the regular ads in the Selkirk Journal and prepare ads for special times of the year such as Christmas or Mother's Day.

Gift Shop Rotation – Every few months the gift shop inventory gets a refresh. Volunteers for this job may be asked to make phone calls and help reorganize the gift shop display.

Clean Up Team – Twice a year after the All Members' Show Opening, help with clean up would be welcome.

Secondhand Store - Much of our generous funding from our next-door neighbour, the secondhand store, is conditional to volunteerism at the store.

Social Media & Website – We need someone to update our website regularly, and give us a presence on social media for informational and promotional purposes.

Workshop Coordinator – This person would provide information to facilitators and help with scheduling workshops. This job can be done from home.

Gallery Host – This job involves welcoming visitors to the gallery, providing art centre and tourist information, answering the phone, recording messages, selling items out of the gallery or gift shop, and watering planters in the summer. It can be a weekly job or you can substitute for a regular host as needed. The hours are from 11 am till 4 pm.

Library Displays – Every 3 months we rotate the exhibit of 3-dimensional art in the display boxes at the library. We are looking for someone to manage the schedule, communicate with the artists, and organize the exchange, and set up. We also need a person to gather information from artists and coordinate art exchanges with library staff.

Special Events – Sometimes the gallery hosts a special event such as the Homes for the Holidays event coming up in November and volunteers are needed as hosts.

Ladies Program Hostess – We are looking for female artists willing to assist with, or lead a 2-hour art class with a group of lovely ladies from the local women's shelter. This could be a weekly, bi-weekly, or monthly position. Subs for regular instructors would also be welcome. The more artists willing to give of their time, the easier, and more fun it will be for all.