

# 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  
101 – 250 Manitoba Avenue  
Selkirk, Manitoba R1A 0Y5

OFFICE USE ONLY

Receipt

Card Issued

Entered Membership List

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This Membership Application Form is also available on-line at [www.gwenfoxfordgallery.com](http://www.gwenfoxfordgallery.com) under "Membership"  
Completed forms can be e-mailed, mailed, or hand delivered to Gwen Fox Gallery. **Phone: (204) 482-4359,**  
**e-mail: [gwenfoxdg@shaw.ca](mailto:gwenfoxdg@shaw.ca)**

We want to know about your art. Please circle the medium(s) you use. Watercolour, acrylic, oil, encaustic, wood carving, stone carving, felting, rug hooking, glass sculpting, photography, & digital production, pottery, quilting, drawing – pencil, ink, pastel, jewelry.

Please add if we missed any \_\_\_\_\_

I'm not an artist, just a special member.

Please **check off 3 or more** areas in which you would be willing to help. If we all contribute what we can, it will help the art centre grow and become more sustainable. 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 & Civic Displays [ ]

Bldg Maintenance [ ]

Secondhand store [ ]

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Cell: \_\_\_\_\_

# REMOVE THIS SHEET AND KEEP FOR YOUR RECORDS

## 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** – We need labels made for work being displayed twice a year 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.

**Clean Up Team** – Twice a year during and after the All Members' Show Reception, help with clean up.

**Advertising & Promotion** – We need someone to look after the regular ads in the local Newspapers 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.

**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.

**Social Media & Website** – We need someone to help with updates to our website 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.

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

**Library & Civic Displays** – Every 3 months we rotate an exhibit of art at the Gaynor Library and Civic Centre. This includes wall hanging art at both venues and 3-D 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.

**Building Maintenance** – Our heritage building requires upkeep which can include repairs and renovations from time to time. We need handy people to carry out those repairs or coordinate a call to a designated contractor.

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