

Port St. Lucie Arts League 2021 - 2022

Volunteers Needed

Support Your Art League!

Please choose one or more below

There's a lot to pick from!

ADMINISTRATIVE

Marketing: ☐ Press releases ☐ Social Media/Email

Computer Skills: ☐ Excel ☐ Publisher ☐ Word

☐ Social Media ☐ Emails

☐ I would like to learn Microsoft Office so I can help.

OUTDOOR SHOWS:

Non-Profit Booth:

☐ Tent set up ☐ Tent break down

☐ Booth set up ☐ break down

☐ Man booth 2 hr. shift ☐ Live painting demos

INDOOR SHOWS:

Publications: ☐ Call to Artists/Entry Form/Rules

☐ Show Catalog ☐ Artist Bios ☐ Labels

☐ Post Cards/Posters ☐ Proofreading ☐ Invitations

Registration: ☐ Data Entry (Excel)

☐ Artwork intake ☐ Artwork check out

Communications: ☐ Emails/Reminders

☐ Respond to phone and email inquiries

Assist Curators: ☐ Label Art ☐ Hang Artwork

Reception: ☐ Refreshments ☐ Photographer ☐ Music ☐ Invitations

SPECIAL EVENTS/FUNDRAISING:

☐ Holiday Party

☐ Year End Luncheon

☐ Raffles

Name: _____