

**OXFORD COMMUNITY ARTS CENTER
VOLUNTEER APPLICATION**

Our Volunteers are to the success of the Arts Center!

NAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

THE BEST WAY TO REACH YOU:

HOME PHONE: _____ **WORK PHONE:** _____ **CELL PHONE:** _____

E-MAIL ADDRESS _____

CONTACT IN EMERGENCY: _____ **PHONE:** _____

HOW DID YOU FIND OUT ABOUT THE ARTS CENTER?: _____

I. SKILLS AND INTERESTS

(Example: Relevant educational background, career interests, previous employment, etc.)

CURRENT OCCUPATION _____

HOBBIES, INTERESTS, SKILLS _____

PREVIOUS VOLUNTEER EXPERIENCE: _____

II. AVAILABILITY

When would you be available to volunteer?

CHECK ALL THAT APPLY:

MONDAY	AM	PM
TUESDAY	AM	PM
WEDNESDAY	AM	PM
THURSDAY	AM	PM
FRIDAY	AM	PM
SATURDAY	AM	PM
SPECIAL EVENTS	AM	PM

ANY SPECIFIC VOLUNTEER INTERESTS? _____

Please see other side for opportunities!

WHAT WOULD YOU LIKE TO DO AT THE ARTS CENTER?

ADMINISTRATION / EDUCATION:

👉 **OCAC NEWSLETTER.**

👉 **ASSIST OFFICE STAFF**

WEEKLY OFFICE ASSISTANT, LIGHT TYPING, DATABASE ENTRY, PHOTOCOPYING, MAILING ON AN AS NEEDED BASIS.

EXHIBITIONS AND CONCERTS:

👉 **INSTALL/TEAR DOWN EXHIBITS**

👉 **HOST**

GREET AND SERVE GUESTS OF THE ARTS CENTER. SET-UP AND/OR CLEAN-UP FOR RECEPTIONS AND ARTIST OPENINGS.

👉 **TOUR GUIDE**

BE A TOUR GUIDE FOR THE BUILDING OR GALLERIES.

👉 **MUSICIAN**

BRING YOUR MUSICAL TALENT TO OUR NEXT RECEPTION. INDIVIDUALS OR GROUPS ARE WELCOME.

👉 **PERFORMANCE RECEPTION**

GREET AND SERVE GUESTS OF THE ARTS CENTER. ASSIST IN SETTING-UP AND/OR CLEANING UP FOR PERFORMANCE RECEPTIONS AND EVENTS. (FREE ADMISSION TO PERFORMANCE!) SPONSOR OR PROVIDE REFRESHMENTS.

👉 **USHER / TICKET TAKER**

TAKE TICKETS AND/OR ASSIST PATRONS IN FINDING THEIR SEATS. (FREE ADMISSION TO PERFORMANCE!)