

2018/2019 VOLUNTEER POSITIONS

335 Lonsdale, North Vancouver, B.C., V7M 2G3
(604) 988-6844
Volunteer Manager: andrew@northvanarts.ca

The logo for North Van Arts features the words "NORTH VAN" in a smaller, blue, sans-serif font above the word "ARTS" in a larger, bold, black, sans-serif font. A thick blue horizontal bar is positioned above "NORTH VAN". Below the text is a horizontal bar composed of several vertical stripes in various colors: green, yellow, red, blue, and teal.

Accessibility Statement: North Van Arts is an equal-opportunity, non-profit employer that aims to work with all individuals and communities connected through the arts. We have many positions and roles to fit the range of talents in our neighbourhood but are always open to receiving feedback should you wish to suggest a new way for you to volunteer that we have not yet explored in previous administrative discussions.

GALLERY ATTENDANTS

DESCRIPTION: Be present during the open hours of the Gallery to greet Gallery patrons and to inform them of North Van Arts' exhibitions, events, and various programs. If the gallery is quiet you may be asked to help with day-to-day tasks.

REQUIREMENTS: Friendly, social, punctual, interested in arts.

BENEFITS: Develop leadership skills and the ability to interact with others. Gallery Attendants are also invited to volunteer at opening receptions for our exhibitions.

HOURS: Required to complete one weekly shift (ex. 12-2:30PM or 2:30-5PM Saturdays)

DISTRIBUTION ASSISTANTS

DESCRIPTION: We rely on our distribution assistants to hang posters, deliver cards, and spread the word about programs, events, and exhibitions. Find out how you can help us even without access to transportation by enquiring about our social media approach. A wifi connection can be offered if volunteers wish to assist with socials.

REQUIREMENTS: Volunteers with transportation (cars, bikes) are great at delivery. However, if mobility is an issue due to accessibility needs, we would love for you to distribute information online or on your personal networks through social media.

BENEFITS: Develop local community connections and/or social media marketing skills.

HOURS: Flexible. Interested volunteers will be contacted as needed.

WORKSHOP ASSISTANTS

DESCRIPTION: Throughout the year the Arts Council puts on various community art workshops. These workshops are held at a few venues. We invite members of the community to participate in creating art and often program workshops with events, traditional holidays and gallery exhibitions. Volunteers may also work with children.

REQUIREMENTS: Friendly, social, punctual, interested in arts. Criminal Record Check.

BENEFITS: Develop leadership skills and improve your ability to interact with children.

HOURS: Flexible. Will place interested volunteers on a waiting list and request individuals. Our Art Education schedule varies throughout the year.

EVENT ASSISTANTS

DESCRIPTION: We have a lot of fun planning, organizing, and executing various public events throughout the year. These popular gatherings are fabulous for those who want to work closely with the public in a rich interactive arts environment. Volunteer positions are defined according to the specific needs of the event. Many positions require being outdoors, lifting and carrying, etc. (ex. setting up tables and chairs).

REQUIREMENTS: Friendly, social, punctual, interested in arts.

BENEFITS: Develop leadership skills, teamwork, and goal-based accomplishments.

HOURS: Dependent on the event, 2-6 hours. You will be contacted about the positions required to determine your interest and availability in participating in the event.

INSTALLATION ASSISTANTS

DESCRIPTION: Several times per year, North Van Arts installs art exhibitions across the North Shore. The Exhibition Coordinator often requires an assistant with installations.

REQUIREMENTS: Background in arts and a willingness to learn. Experience using basic tools and climbing ladders to help lift, hang, or place works of art where needed.

BENEFITS: Ability to interact with people in the field of art and get experience.

HOURS: 3-4 hours during mornings (usually 9AM-1PM Wednesdays)

PHOTOGRAPHERS/VIDEOGRAPHERS

DESCRIPTION: For some events, exhibitions, and programs that North Van Arts offers in our community, we use visual documentation for which we need additional support. This may be photographing an exhibition's opening night and subsequently ensuring North Van Arts has access to image collections for archival or promotional purposes. Videography is also seasonal; this may be capturing a weekend's festival or event in a summative video or helping publish work on our YouTube Channel.

REQUIREMENTS: Punctual, organized, background in arts. Experience necessary.

BENEFITS: Develop freelance coordination skills, time management, and have your name or brand featured on North Van Arts' website, social media, and potential others.

HOURS: Flexible. Will place interested volunteers on a waiting list and request individuals. Partial hours may be completed remotely for technological needs.

OFFICE/GENERAL

DESCRIPTION: There are occasions when NVA requires volunteer assistance in the office or in general where duties cannot be defined as clearly due to their changing nature. This can include, but is not limited to: organizing archives (pictures and newspaper clippings), assisting with mail-outs to members, assisting with anniversary celebration planning, etc. Here we also hold space for feedback from the community if there is a talent, skill, idea, or program you'd like to help implement; please tell us how you think your abilities can make North Van Arts a better place.

REQUIREMENTS: Volunteer experience with North Van Arts.

BENEFITS: Develop administrative skills and the opportunity to learn from within the heart of our organization, learning about our artistic community alongside our staff.

HOURS: Will place interested volunteers on a waiting list and requested on a need basis. Volunteers will have to give their contact info.