

**Please describe additional skills/talents on reverse side. Resumes welcome!**

|               |   |       |
|---------------|---|-------|
| Contact Name: |   | Date: |
| Address:      |   |       |
| City:         | State:  | Zip:  |
| Phone:        | Cell:   |       |
| Email:        | <input type="checkbox"/> Yes, I want to receive the PAC newsletter! |       |

## I WANT TO HELP PAC BY VOLUNTEERING FOR:

### MARKETING AND PROMOTIONS

- ☐ Social Media Coordinator (Posting and managing Facebook pages, Twitter, etc.)
- ☐ Street Team (Hanging posters throughout town to promote upcoming events)
- ☐ Media Distribution List Coordinator (Managing press list database)
- ☐ PR Team (Writing and mailing press releases)
- ☐ ArtSpace Liaison (Communicating and coordinating collaborations with ArtSpace residents)
- ☐ Library Contact (Promoting PAC events through the local libraries)
- ☐ School Contact (Reaching out to local schools to promote and coordinate events)
- ☐ Graphic Design Team (Designing marketing materials, programs, etc.)
- ☐ Editorial Support (Writing and proofing promotions and programs)

### MEMBERSHIP

- ☐ Booth Reps (Covering PAC booth at events by answering questions, taking new memberships, etc.)
- ☐ Mailing Lists Managers (Entering and cleaning up databases)
- ☐ Email Campaign Coordinator (Sending out information to members about benefits, events, etc.)
- ☐ Snail Mail Team (Assembling and sending out print materials)
- ☐ Volunteer Coordinators (Recruiting and contacting volunteers for the booth, etc.)

### FUNDRAISING

- ☐ Mailing Team (Assembling print mailings going out to potential sponsors and supporters)
- ☐ Business Outreach Coordinator (Reaching out to local businesses to ask for various forms of support)
- ☐ Materials and Barter Coordinator (Contacting businesses to request material donations)
- ☐ PAC Perks Coordinator (Working with businesses to facilitate discounts for members)
- ☐ Donations Coordinator (Supporting efforts to seek donations--both monetary and in-kind)

### EVENTS

- ☐ Set up/Breakdown Team (General support at events)
- ☐ Hospitality Team (Picking up, setting up and serving food and beverages at events)
- ☐ Gallery Sitters (Opening up, answering questions, and watching over artwork during major events)
- ☐ Art Handlers (Receiving artwork, setting up gallery, and dismantling events)
- ☐ Construction Team (Sharing expertise from various trades, such as carpentry, painting, and electrical)
- ☐ Sound Techs (Offering tech support for musical and poetry events)
- ☐ Planning Committee (Getting events organized)
- ☐ Volunteer Outreach Team (Recruiting and contacting volunteers for various events)