

2021 ArtWalk in the Square Volunteer List of Opportunities

Role	Brief Description	Shift
EVENT DAYS		
Role	Brief Description	Shift
LOAD IN Attendant & SET UP <i>no lifting or moving of material required</i>	LOAD IN may include: Check-in: sign in artists, checking they are at the correct loading zone. Directing artist traffic. Indicate where artists should drop off materials, and answer questions regarding parking or location of booth and Artists' Network Information booth. Monitor materials in the load in zone for artists while they park their car and as they retrieve items and set up in their booth. Monitor and watch art materials in overnight storage space and/or throughout event space. SET UP is after 12:30 PM: Assist with general park set up including: Artists' Network Booth & signage, artists welcome area, gallery wall, draw table... Help out at Artists' Network booth with handing out artist packages, receiving donations.	Friday, Sept. 17: 11:00am - 2pm (should arrive 15 min early to get final instruction)
	Monitor and watch art materials in overnight storage space and/or throughout event space.	Saturday, Sept. 18: 8:00am – 9:30am
	Assist with general park set up including: Artists' Network Booth & signage, artists welcome area, gallery wall, draw table...	Sunday, Sept. 19: 9:00am – 10:30am
LOAD OUT Attendant <i>no lifting or moving of material required</i>	LOAD OUT may include: Check-out: sign out artists, check booth area to ensure it's packed up and hand out vehicle passes. Directing artists traffic in the event space. Watching tents and grids and art for artists while they load-out to curb side until they return from parking with their vehicle to pack-up. Monitor and watch art materials in overnight storage space and/or throughout event space.	Sunday, Sept 19: 5pm - 7:30pm (<i>should arrive 15 min early to get final instruction</i>)
	Monitor and watch art materials in overnight storage space and/or throughout event space.	Friday, Sept. 17: 8pm – 9:15pm
		Saturday, Sept. 18: 7pm – 8:15pm
Tear down, Park clean up	Assist in tear down of Artists' Network Booth & "I Gave Art" Gallery. Final park clean up after the event (Sunday).	Friday, Sept. 17: 8pm – 9:15pm
		Saturday, Sept. 18: 7pm – 8:15pm
		Sunday, Sept. 19: 5pm – 7:30pm
Artists' Network Booth Attendant	Create a welcome and social environment. Provide support at the Artists' Network booth, answer questions about Artists' Network services, provide direction and information about ArtWalk activity, encourage participation in the Draw and People's Choice Award, hand out event guides, keep booth area tidy, provide support for Artists' Relief as needed and encourage physical distancing throughout event space as needed...	Friday, Sept. 17: 3pm - 6pm
		Friday, Sept. 17: 6pm - 8pm
		Saturday, Sept. 18: 10am – 1pm
		Saturday, Sept. 18: 1pm - 4pm
		Saturday, Sept. 18: 4pm - 7pm
		Sunday, Sept. 19: 11am – 2pm
		Sunday, Sept. 19: 2pm - 5pm

Event Greeter & Artist Relief & Support	Welcoming guests into the square. Provide direction and information about ArtWalk activity, encourage participation in Draw and People's Choice Award, hand out event guides. Roving/standing near event entrance points encourage physical distancing throughout event space as needed. Provide exhibiting artists a 15 min. break and sit artists' booths. Tasks in artists' booth include greeting visitors, handing out artist cards, providing information as directed by the artist.	Friday, Sept. 17: 3pm - 6pm
		Friday, Sept. 17: 6pm - 8pm
		Saturday, Sept. 18: 10am – 1pm
		Saturday, Sept. 18: 1pm - 4pm
		Saturday, Sept. 18: 4pm - 7pm
		Sunday, Sept. 19: 11am – 2pm
		Sunday, Sept. 19: 2pm - 5pm
SPECIAL SKILLS		
Photography	Take pictures of activities during the ArtWalk including each artist in the park	Flexible, anytime during show hours

HOW TO APPLY FOR A VOLUNTEER POSITION(S)

You can sign-up as a ArtWalk in the Square volunteer 3 different ways:

- apply online at: <http://www.artwalksquare.ca/volunteers/>
- call the Artists' Network at 416-465-0302
- email us at angela@artistsnetwork.ca subject line: ArtWalk Volunteer Application

Include:

First & Last Name:

Phone #:

Email:

Preferred Role(s):

Preferred Shift(s)

Emergency Contact & Emergency Contact Phone #:

My Interests and Skills:

Please list any support you may think is useful in supporting the ArtWalk and the Artists' Network.

"FAQ's

What's a "shift"?

A shift is generally a three-hour stint during the show.

Is there a minimum time requirement?

The minimum time commitment is generally one three-hour shift.

What do you get out of Volunteering for the ArtWalk?

Something to put on your CV.

Feeling that you have done something for your local community.

The experience of working in a wonderful team putting together the ArtWalk.

Meeting artists in the park and community professionals.

High school students gain community service hours.

Our gratitude

THANK YOU!

ArtWalk in the Square is presented annually by the **Artists' Network**, a membership-based, non-profit organization