

VOLUNTEER APPLICATION

PERSONAL INFORMATION

Name: _____ Ms. _____ Mrs. _____ Mr. _____
Last First Middle Initial (Preferred Salutation)

Summer Address: _____
Street Address City State Zip

Winter Address: _____
Street Address City State Zip

Phone: () _____ () _____ E-mail _____
Day Evening/cell/winter

What prompted you to want to volunteer with the Hardy Gallery?

- Existing volunteer Hardy literature/publication _____
 Friend or co-worker Other _____
 Hardy programming (Please describe)

TELL US ABOUT YOU

Volunteer Experience: _____

Hobbies: _____

Work Experience/Special Training: _____

The following information is used for statistical and grant reporting purposes only:

Age Group: ___ 15-19 ___ 20-34 ___ 35-54 ___ 55+

Origin: ___ African American ___ Asian ___ Caucasian ___ Hispanic ___ Other

AVAILABILITY

Are you interested in a regular (weekly or monthly) volunteer activity? ___ Yes ___ No

Are you interested in short term or special event volunteer activity? ___ Yes ___ No

What days of the week are you available? (please circle your choices)

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

What time of the day do you prefer? ___ Morning ___ Afternoon ___ Evening

Preferred Method of contact day phone cell phone e-mail

Emergency Contact: _____ () _____
Name Phone

PLEASE COMPLETE THIS FORM (INCLUDING NEXT PAGE) AND MAIL TO:

VOLUNTEER RESOURCE COMMITTEE, THE HARDY GALLERY, P.O. BOX 394, EPHRAIM, WI 54211
QUESTIONS: CALL (920) 854-2210 OR EMAIL INFO@THEHARDY.ORG

VOLUNTEER INTERESTS

Please carefully review all volunteer activities and check all that are of interest to you and your schedule.

Exhibitions

Installation

- Juried Exhibit
- Collection Invitational
- Educational Exhibit

Arts Ambassador

- Docent/Gallery Greeter
- Special Event Greeter

Education Programs

- Art Camp
- ETC (Exposure to Creativity) workshops + mentoring
- Senior Outreach

Administrative

- Bulk Mailings
- Database Maintenance
- Grant Writing
- Membership

Hardy Committees

- Financial Development
- Finance
- Gallery Auxiliary
- Marketing
- Volunteer Resource
- Artist Advocacy
- Youth Education

Event Planning

- Annual Special Event Fundraisers
- Raffle
- Opening Receptions
- Docent Training Luncheons

Other

- Arts Map/Brochure/Poster Distribution
- Gallery prep/cleaning
- Food prep/beverage for special events
- Parking attendant
- Photographer for special events

VOLUNTEER SKILLS

Please check all skills that you wish to share or utilize in your volunteer experience with the FHCA.

<p style="text-align: center;">ARTS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Art History <input type="checkbox"/> Art Handling <input type="checkbox"/> Graphic Arts <input type="checkbox"/> Visual Arts <input type="checkbox"/> Performing Arts <input type="checkbox"/> Literary Arts 	<p style="text-align: center;">PUBLICATIONS</p> <ul style="list-style-type: none"> <input type="checkbox"/> Editing/Proofreading <input type="checkbox"/> Writing (Newsletters/Brochures) <input type="checkbox"/> General Writing <input type="checkbox"/> Press Releases/Public Relations <input type="checkbox"/> Production 	<p style="text-align: center;">TECHNICAL</p> <ul style="list-style-type: none"> <input type="checkbox"/> Computer Programmer <input type="checkbox"/> Computer Experience <input type="checkbox"/> Website Experience <input type="checkbox"/> Video/Film Equipment <input type="checkbox"/> Photography <input type="checkbox"/> Film Production 	<p style="text-align: center;">FINANCIAL</p> <ul style="list-style-type: none"> <input type="checkbox"/> Accounting <input type="checkbox"/> Preparing a Budget <input type="checkbox"/> Bookkeeping <input type="checkbox"/> Fundraising <input type="checkbox"/> Grant Writing <input type="checkbox"/> Investing
<p style="text-align: center;">EDUCATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Public Speaking <input type="checkbox"/> Teaching Adults <input type="checkbox"/> Teaching Children <input type="checkbox"/> Hearing/Visually Impaired <input type="checkbox"/> Docent/Guide <input type="checkbox"/> Other 	<p style="text-align: center;">BUSINESS/MANAGEMENT</p> <ul style="list-style-type: none"> <input type="checkbox"/> Event/Project Coordination <input type="checkbox"/> Chairing Meetings <input type="checkbox"/> Organizational work <input type="checkbox"/> Leadership Role <input type="checkbox"/> Resource Development <input type="checkbox"/> Contracts/Negotiations <input type="checkbox"/> Group Process Work <input type="checkbox"/> Marketing/Advertising 	<p style="text-align: center;">ADMINISTRATIVE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Word Processing <input type="checkbox"/> Bulk Mailing <input type="checkbox"/> Survey Tabulation <input type="checkbox"/> Filing <input type="checkbox"/> Recorded Minutes <input type="checkbox"/> Scheduling <input type="checkbox"/> Photocopying <input type="checkbox"/> Typing 	<p style="text-align: center;">CUSTOMER SERVICE</p> <ul style="list-style-type: none"> <input type="checkbox"/> Host/Greeter <input type="checkbox"/> Public Interaction <input type="checkbox"/> Events and Local Attractions <input type="checkbox"/> Information <input type="checkbox"/> Cashier <input type="checkbox"/> Salesperson
<p style="text-align: center;">OTHER</p> <ul style="list-style-type: none"> <input type="checkbox"/> Catering <input type="checkbox"/> Food Service <input type="checkbox"/> Floral Arranging <input type="checkbox"/> Foreign Language 	<p style="text-align: center;">COMMENTS/ADDITIONAL INFORMATION:</p> 		

THANK YOU!

THE VOLUNTEER COORDINATOR WILL CONTACT YOU TO DEVELOP YOUR PERSONAL CALENDAR FOR VOLUNTEERING WITH THE HARDY GALLERY.