

JUDITH &
NORMAN
ALIX

ART
GALLERY

VOLUNTEER OPPORTUNITIES HOSPITALITY AND EVENTS



OVERVIEW

Hospitality and event volunteers help with a variety of activities including member and artist opening receptions, gala events, lectures, First Fridays, community events, and corporate bookings.

COMMITMENT

- Make a minimum commitment of 1 year
- Be available a minimum of 3 events per year (shifts can range between 3 and 6 hours)

TRAINING

- Attend hospitality training as required
- Attend exhibition cycle reviews to learn about new exhibitions, programs, events, and to develop professionally (2-3 times per year)

*Complete Smart Serve certification if interested in serving alcohol at gallery events. Costs will be reimbursed by Gallery after one successful year of volunteering.

DUTIES AND RESPONSIBILITIES

- Ensure visitors abide by gallery guidelines and reinforce the need for compliance, when necessary.
- Provide a positive visitor experience by maintaining a friendly and approachable manner when dealing with guests, staff, and other volunteers
- Be versed in gallery exhibitions, activities, programs, and events
- Assist with visitor check-ins at various events
- Serve food and beverage at special events
- Assist with a variety of duties including set-up and take down of tables, chairs, decorations, wine glasses, dishes, etc.

QUALIFICATIONS

- Interpersonal, communication, and customer service skills
- Have an interest in/or experience with a variety of art materials and activities

Credentials

- A satisfactory Police Vulnerable Sector Check. Costs reimbursed after one year of successful volunteering.



Judith & Norman Alix Art Gallery

147 Lochiel Street, Sarnia, ON N7T 0B4

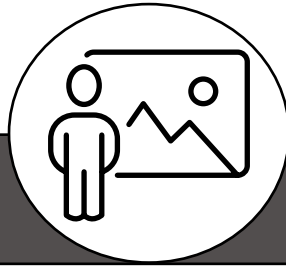
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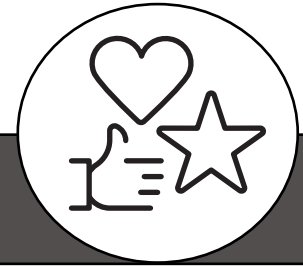
ALL JUDITH & NORMAN ALIX ART GALLERY VOLUNTEERS...



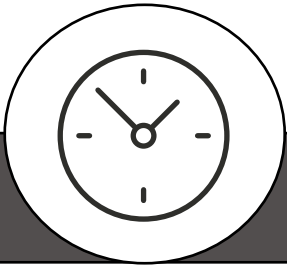
Are curious about artists as well as their varied perspectives, stories and creative processes



Are interested in art as a form of expression and communication



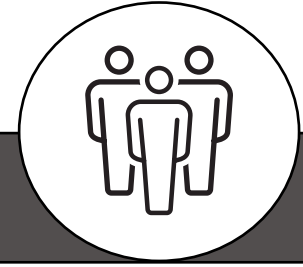
Abide by the gallery's policies and procedures for volunteers



Are reliable and punctual



Provide a successful level of job performance



Are ambassadors of the gallery



NEXT STEPS >>>



Those interested in becoming a volunteer are encouraged to submit a [Volunteer Application](#). Staff will send a notification when dates for upcoming Information Sessions become available. Information Sessions provide the opportunity to learn about various volunteer positions with the Judith & Norman Alix Art Gallery. Candidates will later interviewed with necessary screening which may include, but is not necessarily limited to, an interview, police vulnerable sector check, and reference checks.



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