

Become a Volunteer or an Intern at C.A.C.!

We invite you to join C.A.C.'s growing group of volunteers. Volunteers are a central part of the Contemporary Arts Collective to fulfill our mission by generously contributing time, energy and expertise to keep the gallery open, support education, exhibitions and administrative operations. Please check out list below for general volunteer opportunities:

Gallery Assistance Commitment: 5 hours per session while gallery is open. Gallery hours are: Tue through Sat, noon - 5PM	C.A.C. needs enthusiastic volunteers to welcome visitors to the gallery, provide information about the C.A.C. and current exhibition, sell memberships and provide excellent customer service to all our visitors alike and, assist with small administrative tasks, like creating membership cards, sending out membership information or following up with people on the phone. Volunteers must be friendly and enjoy working with people.
Exhibition Installation Commitment: During the week before first Thu of month, evenings and weekend incl.	Our Curators need help with packing/unpacking artwork, labeling, painting, adjusting lights and some light carpentry when installing exhibits.
Newsletter Commitment: Bi-weekly meetings, 20 hours per month. Deadline for newsletter is 1 week before quarterly publication.	Volunteers meet bi-weekly to discuss content and sources for content of quarterly newsletter, its layout and pages design. Content includes articles, ads, news, C.A.C. schedule and more. Volunteers are asked to work with sources to ensure on time delivery of content.
Graphics Commitment: 10 hours per month	We are looking for volunteers to design invitations, brochures and other publications for the C.A.C and assist in creating the publications.
Community Outreach Commitment: Determined by the event	Participate in community events and show your enthusiasm about the C.A.C. and share information about the C.A.C. gallery, our programs, membership and volunteer opportunities.
First Fridays & Special Events Commitment: Determined by the event	Volunteers help during exhibition openings, First Friday and other special evenings by assisting people joining the event, with membership and volunteer questions and sign up, and serving as hosts in the gallery. Volunteers help with raffles and special activities during the event, e.g. support during silent and life auctions.
Website Maintenance Commitment: 10 hours monthly, primarily week before new show opens.	Help us to keep our website updated with information about current and upcoming exhibitions and other news and press. Dedicated volunteers who have some background with website maintenance are preferred.
Mailings Commitment: 2-3 hours per mailing event	Participate in group sessions to stuff and label envelopes for bulk mailings.
Education Commitment: 4 hours per session (art classes), 2 hours per educational session.	Docents teach art classes at the gallery at night or lead study lead educational sessions at the gallery after learning about the current exhibition. Volunteers with art history background are preferred.
Grant Writing	Volunteers should have experience in grant writing and will help in searching for grants, write grant applications and follow up.
Intern Commitment: 10 hours per week	Please contact the gallery if you are interested in our intern program

Please fill out form below if you are interested in volunteering at the Contemporary Arts Collective

I want to volunteer for: <input type="checkbox"/> Gallery Assistance <input type="checkbox"/> Exhibition Installation <input type="checkbox"/> Newsletter <input type="checkbox"/> Graphics <input type="checkbox"/> Community Outreach <input type="checkbox"/> First Friday/Special Events <input type="checkbox"/> Website Maintenance <input type="checkbox"/> Mailings <input type="checkbox"/> Education <input type="checkbox"/> Grant Writing <input type="checkbox"/> Intern	Date: _____ C.A.C. Member: <input type="checkbox"/> yes <input type="checkbox"/> no
	Name _____ Address _____ City/State/Zip _____ Phone: _____ Email: _____
Please send volunteer form to: Contemporary Arts Collective 101 East Charleston Blvd. Suite 101 Las Vegas, NV 89104 www.lasvegascac.org Inquiries: 702.382.3886 info@lasvegascac.org	

Thanks you for your support!
 We look forward to seeing you at C.A.C.