



423 W. Elkhorn Ave.
Estes Park, CO 80517
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www.estesarts.com

VOLUNTEER POSITIONS AT THE CAC April, 2016

1. Gallery Docents - Gallery docents will conduct sales and guest services to our patrons and visitors. There are 5-hour shifts available daily (noon-5 p.m.) at our gallery located at 423 W. Elkhorn Avenue. Volunteers will receive gallery sales training and be provided with resources to answer questions about participating artists and artwork, as well as any other questions that may come up about the CAC or the Fine Arts Guild of the Rockies (who share the space with the CAC). This position requires an ability to communicate verbally and to perform cash-handling duties. Working two 5-hour shifts per week are preferred, but not required, to be a gallery docent at the CAC.

2. Ad-hoc Committee Members - Ad-hoc committee volunteers will serve on a variety of committees to perform specific duties and to provide recommendations to the CAC board of directors when needed. These include:

- **Gallery Committee** - Gallery committee members will help with the annual rehabilitation of the gallery space (painting, patching, etc), building of new display units and hanging exhibits. The chair of this committee will be responsible for contacting other members of the committee to coordinate efforts for each project.
- **Satellite Gallery Committee** - assist in hanging and dismantling satellite gallery shows throughout Estes Park. The chair will coordinate satellite gallery hangings and coordinate participating businesses/members artist pairings.
- **Reception Committee** - Reception committee members will help with providing food and beverage for monthly art show openings and other receptions. The chair of this committee will be responsible for contacting other members of the committee to coordinate efforts for each event.
- **Plein Air Rockies Committee** - As the CAC's most prominent annual event held August-October, a variety of volunteers are needed to perform various tasks such as manning special events, coordinating the needs of visiting artists, receptions, marketing, and other duties as assigned by the PAR committee chair.

3. Concert Series Volunteers - Each Wednesday and Thursday night from June-August, the CAC hosts free concerts at Performance Park in the evening. Volunteers are needed to man donation boxes at each entrance and to greet attendees as they arrive. Donation boxes will be returned to the gallery building located just behind Performance Park at 423 W. Elkhorn Ave.

4. CAC Board Member - the Cultural Arts Council of Estes Park is currently seeking 2-3 board members to serve 3-year terms. A CAC board member will help govern the organization and contribute volunteer service to a variety of projects.

To apply for any of these positions, please fill out the accompanying application or visit the CAC gallery at 423 W. Elkhorn Ave in Estes Park between noon and 5 p.m. daily.