

# Allied Arts Classifieds

## June, 2010

### Help Wanted

#### *Program Coordinator*

Someone needs to organize a list of 10 or 11 programs per year for monthly membership meetings. These may often be the gallery's featured artist or performers from a current production in the theater. This activity would occur in Nov/Dec to establish the following year's schedule, and require not more than a few phone calls at that time. Call Suzette Morrow at 927-2424 to volunteer.

#### Gallery Host Coordinator

Fortunately we are now able to engage paid, part-time help to fill most of the gallery's open hours, although a few early hours must be staffed by member volunteers. Monthly staffing by volunteers is arranged during the exchange day hours as exhibiting artists submit their new works. The primary task of the coordinator is to maintain a current schedule of gallery hosts, and to hold periodic host orientation meetings as needed. Availability during exchange day hours is the main time commitment for this position. Call Linda Dunn at 924-0921

#### Needed Positions

- Membership recruitment person
- Publicity person for ongoing events
- New member coordinator
- Gallery reception coordinator
- Theater event staff coordinator

#### Facilities Use Coordinator

Various groups of members wish to use any of several rooms at the OGS, each with varied facilities for classes, workshops, etc. This coordinator maintains a facility use calendar, is the liaison with the district's coordinator, Carolyn Meadows, and is the contact person for persons or groups wishing to rent facilities. Modest organizational skills recommended. Contact Sherry Andrews at 927-4722.

#### Phone Tree

Folks that miss events often say, "I didn't know about it. You should have a phone tree."

OK. All we need is a coordinator and a few callers to each phone 10 people that have no e-mail or don't visit our website. Get a group together and start doing it. We'll supply the phone numbers. The next Gallery opening is June 11.

### Short-Term Opportunities

**Ticket-Takers and Ushers** - each performance needs them. A student production of *Hamlet* opens July 9 with Fri, Sat, Sun performances through July 31. Sign up to help at one or more by calling Jeff Mar at 927-4742.

**Reception host** at the *927 Show*. Do a two-hour shift with some other friendly people. Call Tish Rogers at 924-0223.

**Painting hangers** are needed for each of the coming gallery shows. This is a two-hour job under the direction of the show's coordinator. Shows usually are hung on the Wednesday prior to the Friday opening. Be a pal, help out. Call Linda

Dunn at 924-0921 and get your assignment today,

**Display Panel Movers** These are the panels used at exhibits at the Vets Hall. The task is to help move, assemble and disassemble the panels. It requires only an hour on the opening and closing days.

The next exhibit at the Vets Hall will be the "927 Show" Assemble at 10 AM 7/23; disassemble 4 PM 7/25. Call Glen Hascall at 927-0124 to help out.

**Bring a plate of hors d'oeuvres** to the next reception on June 11. Call Linda Dunn if you can contribute.