

## VOLUNTEER AVAILABILITY

Please indicate days and times you would generally be available:

Weekly  Fortnightly   
 Monthly  School Holidays   
 Monday  Tuesday  Wednesday   
 Thursday  Friday  Saturday   
 Sunday

Do you have any particular skills / hobbies which will be of use in your volunteer work?

---



---



---

Do you have any disabilities or health problems that could affect your ability to perform certain tasks involved in volunteer work?

---



---



---

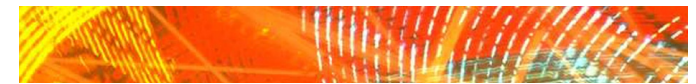
Signature: \_\_\_\_\_

Date: \_\_\_\_\_



The Macleay Valley Community Art Gallery is managed by a Community committee on behalf of Kempsey Shire Council with nominations to the committee each September.

The gallery is available to all artists, arts groups or organisations both from within the shire and region, bookings for the gallery are essential.



MV Gallery  
**MV Gallery**



## MACLEAY VALLEY COMMUNITY ART GALLERY



Gladstone Hall and Art Centre

## Macleay Valley Community Art Gallery Volunteer Application Form

Information provided in this form will be treated as confidential. It is deemed to be personal information and therefore, is covered by privacy legislation. The information will not be used for any purpose other than its stated intent and will only be made available to relevant authorised officers within the council.





## *Volunteer, make friends and have fun*

### *Are you:*

- Interested in Art?
- Meeting people?
- Gaining new skills?
- Contributing to your new community?

### *A Gallery volunteer will*

#### **Meet and greet visitors**

As a volunteer you will sit the gallery during opening hours, meet and greet visitors to the gallery, provide information about exhibitions and the gallery. As a volunteer you will be asked to work on a rostered basis.

#### **Art work hanging team**

There is an opportunity for volunteers to be part of hanging exhibitions.

#### **Assistant as host Special Events**

May be asked to assist with exhibition opening nights, fundraisers and social functions.



### *Gallery Hours:*

Thursday to Sunday  
10.30am to 4.00pm

*Some artists hiring the gallery open longer hours.*

### *Location:*

Gladstone Hall  
5 Kinchela Street  
Gladstone 2440

### *Gallery contact details:*

#### **By Post:**

Post Office Box 78 WEST KEMPSEY 2440

#### **By Phone:**

Council 65663200 or Gallery 65675092

#### **By Email:**

ksc@kempsey.nsw.gov.au

#### **Web Address:**

[www.Kempsey.nsw.gov.au](http://www.Kempsey.nsw.gov.au)

*Please retain this section for your own personal use and forward the application form to PO Box 78, West Kempsey 2440.*



## **Please return completed form to:**

*Kempsey Shire Council  
Macleay Valley Community Art Gallery  
PO Box 78, West Kempsey 2440*

## **VOLUNTEER APPLICANT DETAILS**

Full Name: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Please supply details of an emergency contact:**

\_\_\_\_\_  
\_\_\_\_\_

Gallery opening hours are:  
Thursday to Sunday from  
10.30am to 4.00pm.

***Volunteer attendance at the gallery during opening hours may involve a combination of the following tasks:***

- Reception and information sharing.
- Assistance with hanging some exhibitions.
- Opening nights reception duties.
- Maintain the good appearance of the gallery.