



## Get Involved with Chelmsford Art Society!

Aid – Abet - Assist – Contribute - Collaborate  
Promote - Partner - Support - Volunteer!

The Chelmsford Art Society has had a great year with amazing artist demos and wonderful shows.  
Help us continue to improve and expand our events for our members and friends in 2020!  
You can make a difference!

Please check anything you're interested in, good at or available to help with.  
\*\*Answering these questions will *NOT* sign you up for anything. (Unless you want to!)\*\*

Name \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### EVENTS / TASKS

#### 4<sup>th</sup> of July Festival

- Set Up Panels
- Adult Intake
- Student Intake
- Hang Show
- Decorating
- Adult Reception
- Student Reception
- Reception Hospitality Coordination
- Festival PM
- Festival AM
- Art Pick Up
- Breakdown Panels
- Clean up
- Late Pick Up
- Event Photography

#### Library Shows

- Summer (July) &  Winter (December – January)
- Art intake
- Hang Show
- Marketing
- Event Photography
- Reception
- Food
- Sales
- Member check in
- Sign up New members
- Manage Raffle

#### Monthly Programs

- September
- October
- November
- January
- February
- March
- April
- May
- Coordinate
- Provide Food
- Set up
- Clean up
- Marketing
- Event Photography
- Member check in
- Sign up New members
- Manage Raffle

#### Student Scholarship

- Communicate with Schools
- Interview Students
- Review Portfolios

### SKILLS

**\*\*All CAS events need Website support and Newsletter publication\*\***

- Web design / maintenance
- Marketing
- Fliers / posters
- Social media (Facebook, Instagram, Pinterest, Twitter, YouTube)
- Public Relations
- Graphic design
- Event planning
- Writing/editing
- Field Trips
- Grant-writing
- Bookkeeping
- Fundraising
- Legal
- Non-profit or other management

Is there something you're really good at or want to do that isn't listed? \_\_\_\_\_

**THANK YOU** for helping us make CAS a fun, strong, well- supported community.  
We couldn't do it without you!  
***Many hands make light work!***