



VOLUNTEER POSITIONS

Responsibilities for all positions can include answering patron questions about restroom locations, etc. ALL Arts in the Alley volunteers should familiarize themselves with the general layout, restroom locations, food areas, Kids' Fun Street and artist areas. Maps are available at the volunteer check-in table and in all program guides. Volunteer shifts are two to three hours long, depending on the availability of the volunteer.

What Volunteer Positions are available and what will I do during my volunteer shift?

Arts in the Alley Artist Representative: Our first line of support for our artists. They serve as booth-sitters and assist with making sure that our festival artists have everything they need for an enjoyable weekend at Arts in the Alley. An Artist Rep is often asked to watch an Artist's booth for 15-20 minutes while the Artist takes a quick break to grab a bite to eat or visit the restroom. You **WILL NOT** be in charge of sales or handling money for the artists. Members of this team must be enthusiastic, flexible, and able to work well with others.

Arts in the Alley Greeter: The Gate Keepers of the event! Volunteers here will help with hospitality, keeping information booth table stocked, handing out event information, and answer general event information questions. Members of this team must be enthusiastic, flexible, and enjoy interacting with others.

Artist Check in/out: With a member of our Event Staff, you will assist artists during festival set up by locating their assigned area and distributing Artist Welcome Packets and licenses. You may also assist with general set up, break down or load/unload of artists. May require lifting. Must work well with others.

Arts in the Alley Traffic Director: Keep things moving! The main responsibility of this job will be to ensure at set up and tear down that vendor traffic is kept to a minimum as vendors enter and exit the festival site.

General Site Operation: Under supervision of the Arts in the Alley Event Team. Help with any site operations needed, which include but are not limited to helping roll up tent sides,

Parade Volunteers: These volunteers will help with various parade tasks that include but are not limited to ; space marking, parade staging, keeping parade traffic going, answering general questions from participants or relaying questions to appropriate parties.

Site Operations for Set Up: See Arts in the Alley come to life. Under supervision of the Arts in the Alley Event Team, duties include but are not limited to; moving items from the Chamber garage with assistance from a moving company, ensuring that portajohns are placed correctly, marking vendor spaces with spray paint, setting up the information booth (putting on table cloths, setting up tables and chairs, putting out materials, etc.), helping put up lights and extension cords in vendor booths. You may also be asked to hang banners or signs, as well as distribute display racks. This position may require heavy lifting and the ability to follow directions.

Site Operation for Tear Down : Under supervision of Arts in the Alley Committee. Duties include removing lighting, extension cords and placing in appropriate storage tubs, taking down banners or signs, moving display racks, and other various tasks. You may also be asked to assist loading and unloading the moving truck with assistance from a moving company. This position may require heavy lifting and the ability to follow directions.

Every effort will be made to accommodate requests. We appreciate your flexibility should your first or second choice position be unavailable.

**More
Questions?**

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