



Art on Show Awards 2018 Volunteers Program



Join our team and become
an Art on Show Volunteer

Mackay Show Association is seeking art lovers and enthusiastic dedicated individuals, who would like to be part of our exciting team of Art on Show volunteers, working on Mackay's prestigious art competition and three-day exhibition, the Art on Show Awards. Volunteers assist staff with the preparation, manning and dismantle of our 13th arts event. Volunteering is a great way to meet like-minded individuals, gain new skills, and we offer references for individual resumes. A great opportunity for those with spare time, willing to give back to the community, plus each volunteer receives a complimentary pass to the Mackay Regional Show, and an invitation to the official exhibition opening night, Monday 18 June 2018, commencing 6.30pm

Unpack Exhibition Works – Friday 15 June 2018

5 VOLUNTEERS REQUIRED – 8.30am to 12.30pm approx.

Volunteers required to move art works in the 500 Pavilion, and unpack all works. Label and store packaging and collate entries etc. (some lifting involved)

Exhibition Install – Saturday 16 June 2018

1 VOLUNTEER REQUIRED – 11am to 2pm approx.

Labeling and collating work once hung and assisting to organise gallery information corner and signage etc.

Oversee Exhibition – Tuesday 19 June 2018

6 VOLUNTEERS REQUIRED TO OVERSEE EXHIBITION – 10am to 8pm.

Two volunteers per time slot – times available:
10am – 1.30pm / 1.30pm – 5pm / 5pm – 8pm

Oversee Exhibition – Wednesday 20 June 2018

6 VOLUNTEERS REQUIRED TO OVERSEE EXHIBITION – 10am to 8pm.

Two volunteers per time slot – times available:
10am – 1.30pm / 1.30pm – 5pm / 5pm – 8pm

Oversee Exhibition – Thursday 21 June 2018

4 VOLUNTEERS REQUIRED TO OVERSEE EXHIBITION – 10am to 3pm.

Two volunteers per time slot – times available:
10am – 1pm / 1pm – 3pm

Exhibition Strike – Friday 22 June 2018

6 VOLUNTEERS REQUIRED TO STRIKE EXHIBITION – 9am to 12pm.

Take down and rewrapping art works to be collected post event, for collection by artist's same day.

EXHIBITION VOLUNTEER – DUTIES

- Welcome public into venue, invite them to enjoy the exhibition, and direct them to winning artists work or individual artists. Inform the public, all works for sale.
- Offer catalogues on entry, assist with finding artists work and mention recycling catalogues. Top up supply of catalogues if required (office staff will assist if additional copies required)
- Sale of artwork – all artwork for sale during the 3 days of exhibition. Volunteer tasks include assisting with sales (Eftpos facility and instructions available in the pavilion). Volunteer staff will assist buyers, directly, process sale and give a receipt for sold work, then red spot can be placed on sold work. All sold work must remain in the exhibition until duration. Works available for collection from the upper level 500 Pavilion on Friday 22 June 2018, between 9am – 5pm. Or alternatively the following week from the Homestead Show Association office between 9am and 3pm.
- Direct public to gallery and sponsors information corner, and encourage patrons to take any information therein.
- With a friendly approach, duties include policing food and drink restrictions, restraining small children from touching artworks (especially artists book works), and prohibiting works photographed or filmed. Signs will be in place to reference & bins provided in the venue, keeping in mind we are caretakers of artist's work.
- Encourage patrons to enter the People's Choice Award (judged by the public). patrons can nominate their favorite artist on entry forms provided and place them in the entry box at the front of exhibition. If more entry forms needed ask office staff to assist. Winner published, the week following.
- A record of patrons attending Art on Show is required for the Mackay Show Association. Clicker counter provided for exhibition staff to tally patrons attending the event. Please record your tally per shift.
- If any questions arise e.g. (patrons wishing to contact artists personally to view further works) Please record details in book provided and refer to Melissa to follow up.
- Melissa Broadhurst Awards Co-coordinator or Mackay Show Association office staff will be available to assist you with any queries you may have during your time with us, your patience would be greatly appreciated during this very busy time. Melissa M:0408 074 283, Show Office P:49 573916.

We would like to invite all our wonderful volunteers to the official exhibition opening evening Monday 18 June 2018. You will also receive a complementary pass to the Mackay Show for your volunteer day or (chosen day for set up and strike staff).

On behalf of the Mackay Show Association we look forward to working with you, our generous arts volunteers, to further raise the profile of the arts in our region, and celebrate and enjoy a successful twelfth year of competition.

Yours Sincerely,

Melissa Broadhurst
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