

# VOLUNTEER APPLICATION FORM

Thank you for expressing an interest in volunteering at Cairns Regional Gallery.

Gallery volunteers perform many different tasks including: assisting visitors in the Gallery Shop, filling envelopes for invitation mail-outs, administrative tasks such as filing or assisting in the children's art classes.\*

## PERSONAL DETAILS

Name \_\_\_\_\_

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

Telephone (H) \_\_\_\_\_ (W) \_\_\_\_\_

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

Do you have any volunteer experience? If yes, please provide details. \_\_\_\_\_

What interests you about volunteering at Cairns Regional Gallery? \_\_\_\_\_

## AVAILABILITY

Please tick the areas of interest to you (please note, not all activities are available regularly).

- |  |   |
|--|---|
| <input type="checkbox"/> Assist in the Gallery shop with labelling stock                         | <input type="checkbox"/> Assist customers in the Gallery Shop   |
| <input type="checkbox"/> Assist with exhibition installation                                     | <input type="checkbox"/> Assist with administrative tasks       |
| <input type="checkbox"/> Assist in art classes   | <input type="checkbox"/> Assist with exhibition opening events  |
| <input type="checkbox"/> Assist with mail-outs (envelope stuffing)                               | <input type="checkbox"/> 'Walk the floor' in the Gallery spaces |
| <input type="checkbox"/> Direct visitors and assist with enquiries at the Gallery Front of House |   |
| <input type="checkbox"/> Other (please specify) _____  |   |

Most volunteer shifts run for 2 hours, but all time is appreciated.

Please indicate your availability

- | DAY                                | TIMES |
|------------------------------------|-------|
| <input type="checkbox"/> Monday    | _____ |
| <input type="checkbox"/> Tuesday   | _____ |
| <input type="checkbox"/> Wednesday | _____ |
| <input type="checkbox"/> Thursday  | _____ |
| <input type="checkbox"/> Friday    | _____ |
| <input type="checkbox"/> Saturday  | _____ |
| <input type="checkbox"/> Sunday    | _____ |

**GALLERY HOURS**  
M-F: 9AM - 5PM  
SAT: 10AM - 5PM  
SUN: 10AM - 2PM

Volunteers are a valuable part of our Gallery, and we appreciate your time.

\* A Blue Card is required to assist in Gallery activities that include children, we can assist you with this process.

**CAIRNS  
REGIONAL  
GALLERY**

For more information please contact:

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Cairns Regional Gallery  
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