

CALL FOR VOLUNTEERS

18th ANNUAL RIVERDALE ART WALK

JUNE 4 & 5 • 2016 | 11am – 6pm

JIMMIE SIMPSON PARK & COMMUNITY CENTRE - 870 QUEEN STREET EAST

GET OUT & GET ART

RIVERDALE artwalk
An Artists' Network Initiative

Queen Street East
• first major outdoor show of the season
• new this year indoor exhibition space
• over 180 artists
• now in its 18th year

June 4 and 5 • Saturday and Sunday • 11 am-6 pm

FREE TO THE PUBLIC

Jimmie Simpson Park and Community Centre

www.artistsnetwork.ca

The Riverdale ArtWalk is looking for energetic, friendly volunteers for our 18th year!

This is a great way to earn community service hours, or add something interesting to your CV. Meet others who are interested in fine art, and work with a great team in preparing for and supporting the first outdoor art show of the season.

Join our team, which includes a wide range of people from students and emerging artists to professionals.

Positions available, but not limited to:

- Assisting with the load-in and load-out of the exhibition
- Artist support during the exhibition
- Information Booth and artist registration
- Pre-exhibition postering and event guide distribution (ongoing)

To apply, simply email: Angela@artistsnetwork.ca or call 416-465-0302.

For details see our *Riverdale ArtWalk Volunteer List of Opportunities*

Thank you for your assistance and support!

For 18 years the Artists' Network's Riverdale ArtWalk has been featuring local artists in an outdoor festival. This year the Riverdale Art Walk is bigger and better than ever and will feature over 180 established and emerging artists exhibiting painting, photography, mixed media, printmaking, drawing and sculpture. It is a dynamic and fun event, free and open to the public, visitors, park goers and the community can experience art all in one area over two days.

www.artistsnetwork.ca

[Facebook.com/RiverdaleArtWalk](https://www.facebook.com/RiverdaleArtWalk)

Instagram: [TorontoArtWalks](https://www.instagram.com/TorontoArtWalks)

Riverdale ArtWalk Volunteer List of Opportunities

Role	Brief Description	Shift
PRE EVENT		
1	Administration Pack event bins Distribution of letter to residences (along Booth Ave.) Compiling Artist packages for event day (printing, photocopying, lamination, name tags...)	Week of May 23rd or 30th (flexible)
2	Distribution & Promotion Marketing material distribution to local merchants in the Queen St. E. area (walking) Marketing material distribution throughout key targeted area and institutions, including: galleries, museums, Cabbage Town, art & framing stores, Open Doors locations, real estate agents, Danforth (Broadview – Jones), King and Queen btw Bay & Spadina, hotels, designers... “Postering” along key streets and intersections. Staple gun collateral to posters and boards where available downtown Toronto Guide distribution: Hotel, postering, retail locations as above	ongoing until event day Timing is flexible, ongoing work that can be done on your own schedule. Need heavy support week of May 16 and late week of May 23rd May 30 - June 3
3	Park Layout Map the park for event day	1pm - 5pm, June 3
4	Load-in Attendant & Traffic Marshalling Assist by directing traffic and watching tents and grids for artists while they load-in to curb side, park, and move material from curb to location in park.	6:30pm –9:30pm, June 3

EVENT DAYS – June 4 &5

	Role	Brief Description	Shift
5	Set-up	Assist with general park set up including: Artists' Network Booth (signage, food court, garbage and recycling bins...)	Shift A: 8am – 11am, June 4
6	Load-in Attendant & Traffic Marshalling	Assist by directing traffic and watching art and materials for artists while they load-in to curb side, park, and move material from curb to location in park.	Shift A: 8am – 11am, June 4
			Shift E: 8am – 11am, June 5
7	Load-out Attendant	Assists by watching over materials while artists load material to curb and get vehicle to pack-up	Shift D: 6pm – 8pm, June 4
			Shift H: 6pm – 8pm, June 5
8	Artists' Network Booth Attendant	Past experience with the Artists' Network preferred. Create a welcome and social environment. Provide support at the Artists' Network booth, answer questions about Artists' Network services, provide direction and information about Riverdale Art Walk activity, hand out event guides, park maps, welcome artists (Sat) and hand out artist packages, keep booth area	Shift B: 11am – 2 pm, June 4
			Shift C: 2pm – 5pm, June 4
			Shift F: 11am – 2pm, June 5
			Shift G: 2pm – 5pm, June 5
9	Volunteer Services	Past experience with the Riverdale ArtWalk required. Check in volunteers at the Artists' Network Booth, distribute name tags, distributes volunteer food vouchers, schedule and direct volunteers for artist relief, acts as floater to assist in any of the other positions.	Shift A: 7:45am-11am, June 4
			Shift B: 11am – 2 pm, June 4
			Shift C: 2 – 6pm, June 4
			Shift E: 7:45am-11am, June 5
			Shift F: 11am – 2pm, June 5
			Shift G: 2 – 6pm, June 5
10	Artist Relief	Provide exhibiting artists a 15 min. break. Tasks include greeting visitors in artist tents, handing out artist cards, providing information as provided by the artist.	Shift A: 11:30am – 2:30 pm, June 4
			Shift B: 2:30pm – 5:30pm, June 4
			Shift E: 11:30am – 2:30pm, June 5
			Shift F: 2:30 – 5:30pm, June 5
11	Park Operations	Coffee runs (early morning). Set-up and tidy coffee area	8am
12		Keep park area tidy and clean, collect garbage, wipe tables in food court, empty garbage and recycling as needed.	Shift A: 11:30 am – 2:30pm, June 4
			Shift B: 2:30pm – 5:30pm, June 4
			Shift E: 11:30 am – 2:30pm, June 5
			Shift F: 2:30pm – 5:30pm, June 5
13	Tear down, Park clean up	Assist in tear down of Artists' Network Booth. Final park clean up after the event.	Shift H: 6pm – 8pm, June 5

SPECIAL SKILLS

14	Social Media	Twitter	Ongoing
		Facebook	
15	Photography	Take pictures of activities during RAW, including each artist in the park	June 4 & 5

HOW TO APPLY FOR A VOLUNTEER POSTION(S)

To sign-up as a Riverdale ArtWalk volunteer please e-mail us include your contact information and indicate which roles and shift(s) you are interested in. Or call the Artists' Network at 416-465-0302.

Email: angela@artistsnetwork.ca

subject line: Riverdale ArtWalk Volunteer Application

First Name:

Last Name:

Home phone:

Mobile phone:

Email:

My Interests and Skills:

Please list any support you may think is useful in supporting the Riverdale ArtWalk and the Artists' Network.

Role I would like to volunteer for:

Shift I would like to volunteer for:

"FAQ's

What's a ""shift""?

A shift is generally a three-hour stint during the Riverdale ArtWalk

Is there a minimum time requirement?

The minimum time commitment is generally one three-hour shift.

What do you get out of Volunteering for the Riverdale Art Walk?

Something to put on your CV.

Feeling that you have done something for your local community.

The experience of working in a wonderful team putting together the Riverdale ArtWalk.

Meeting artists in the park and community professionals.

High school students gain community service hours.

Our gratitude.

THANK YOU!

The Riverdale ArtWalk is presented annually by the **Artists' Network**, a membership-based, non-profit organization dedicated to supporting visual artists in their business practice - our goal is the development of self-sustaining professional artists. artistsnetwork.ca.