



110 W. Broadway Eugene, OR 97401 • (541) 344-DIVA (3482) • www.divacenter.org

Where Art Happens!

JOIN THE DIVA VOLUNTEER CADRE

DIVA is a volunteer-based organization and the service provided by its cadre of assistants has made it an outstanding downtown center for the visual arts. Regardless of the number of hours you have to offer as a volunteer we would like to hear from you.

Today's Date:

Name:

E-Mail:

Phone:

Mail Address:

Please check all the opportunities of interest to you.

___ **Gallery Host:** Host the front desk, greet patrons, register class and event participants, sell gift gallery items, and provide information about the Center's programs and opportunities.

___ **Event Assistant:** Help with Center events such as receptions, film screenings; exhibit openings, and program events. Tasks may include: set-up/take down; ticket sales; serve refreshments; and other related tasks.

___ **Exhibits Assistant:** Help install and take down exhibits. Wall prep; hanging, lighting, etc.

___ **Office and Special Project Assistant:** Help with special bulk mailings, filing, and other office duty tasks as may be needed such as poster and flyer design (depending on your skills).

___ **Facility Maintenance Assistant:** Help maintain the DIVA facilities from simple cleaning to repair depending on your skills.

How many hours a month can you volunteer? _____ Please list relevant skills:

I hereby agree to release, defend, indemnify and hold harmless the Downtown Initiative for the Visual Arts (DIVA), their Board of Directors, officers, agents, employees, and volunteers from and against all claims, liabilities, injuries, losses, damages, demands, judgments, attorney fees, costs and expenses arising out of or in any way connected with my volunteer activities and duties with DIVA, including without limitation any property damage, bodily injury, sickness or death sustained by any person (including but not limited to myself of the employee(s) of, however caused, excepting only such property damage, bodily injury, sickness, or death as may be caused by the willful misconduct of DIVA.

_____ Date: _____
Signature of Volunteer

Please drop off or mail this form to Volunteer Coordinator, DIVA 110 W. Broadway, Eugene, OR. 97401. For more information call 541-344-3482