**ArtReach St. Croix**

**VISUAL ARTS COMMITTEE MEMBER - JOB DESCRIPTION**

**Purpose:** The purpose of the Visual Arts Committee (VAC) is to provide support to ArtReach’s gallery-based programs including the Mobile Art Gallery.

**Activities:** The Visual Arts Committee works closely with the Program & Gallery Manager as well as other staff. VAC members act as ambassadors for the gallery program and assist with the following:

1. Install/Deinstall – Unbox artwork carefully, install artwork on wall professionally (56” to center), organize artwork with gallery manager, clean up debris, problem solve with gallery manager if needed, and patch walls if needed.
2. Artist Drop-off/Pick-up – Help artists with bringing in artwork if needed, make sure they have a signed contract and inventory list, and give them marketing materials (postcards, brochures, etc) for their show.
3. Staffing Gallery Hours - Responsible for opening/closing the gallery, greeting visitors, light clerical work, light cleaning and gallery sales. *This is usually on Saturdays from 12-4 pm.*
4. Hosting Gallery Receptions – Work with others on the Visual Arts Committee and staff to present food/beverages for the opening, prep the facility for visitors and provide a great experience for the exhibiting artists and their audiences.
5. Network Building with area artists – Prioritize good relationships with St. Croix Valley artists and encourage participation in ArtReach and other arts programs in the Valley.

**Qualifications:** Visual Arts Committee members must care about ArtReach’s mission of connecting communities and the arts and have an affinity for the arts and the St. Croix Valley in general. Additionally, each Visual Arts Committee member should come to the team as a collaborator bringing their expertise.

**ArtReach benefits from a diversity of skills and strengths:** finance, fundraising, management, communications, marketing, network building

**And, a diversity of art mediums:** painting, ceramics, printmaking, photography, jewelry making, sculpture and more.

*Artists living and/or working in the Lower St. Croix Valley in Minnesota and Wisconsin are especially encouraged to submit applications.*

**Time Commitment:** The Visual Arts Committee meets monthly. Currently, the Visual Arts Committee meets one Wednesday a month from 10:30 a.m. to 12:00 p.m. Besides the committee meeting, each member will contribute time to staffing the gallery during Saturday from 12-4 pm, participating in gallery turn-over, and hosting the reception for openings. Involvement in other organizational projects such as fundraising events and other events is encouraged. Visual Arts Committee membership requires approximately 6-10 hours a month.

**Benefits:**

1. Participating in a unique organization supporting the work of the arts in the lower St. Croix Valley.
2. Developing and enhancing skills in gallery presentations and art programming.
3. Gaining knowledge of the St. Croix Valley area and promoting the qualities that make it a place for arts and nature.
4. Developing meaningful relationships with a diverse group of committed individuals including professional staff, program volunteers and artists.

To inquire about Visual Arts Committee service, email info@artreachstcroix.org