



Share your knowledge.  
Learn from others.  
Become a part of the Goggleworks.

## **VOLUNTEER OPPORTUNITIES**

### **PARKING ASSISTANT**

Inform visitors of available areas to park during events; assist visitors with directions.

### **SUMMER CAMP ASSISTANT**

Assist teachers with projects; help campers complete their work; provide other assistance as needed.

### **ART CLASS ASSISTANT**

Assist teachers with projects; clean up and organize classrooms and supplies. Classes of varying lengths of time are scheduled throughout the year.

### **SPECIAL EVENTS**

Give information to the public during our special events and open houses; lead public workshops (as scheduled); give building tours.

### **GALLERY DOCENT**

Give gallery tours about current exhibits to visiting groups. Requires an interest in art and willingness to learn.

### **TOUR GUIDE**

Give generalized building tours to visiting groups.

### **STORE ASSISTANT**

Assist with gallery and merchandise sales during weekends, special events and gallery openings; stock, straighten and clean.

### **INFORMATION DESK ASSISTANT**

Assist visitors with information about GoggleWorks.

### **INTERNSHIPS**

We have internships available in PR, Design, Arts Administration, Marketing, Ceramics, Hot Glass and Educational Programs.

### **COMMUNITY OUTREACH**

Distribute information to the public; attend volunteer fairs; research new opportunities for community outreach.

### **GARDENING**

Planting, watering and maintaining greenery around the GoggleWorks campus.

### **OFFICE ASSISTANT**

Assist departments with clerical duties including typing and filing; data entry; compiling reports; updating mailing lists and other various tasks.

### **MAINTENANCE**

Campus maintenance; set up for events; clean up crew.

### **GREETER**

Greet the public; provide information about GoggleWorks.

### **HOT GLASS STUDIO ORATOR**

Explain to the public the process and history of glassblowing during demonstrations.

### **THEATRE ASSISTANT**

Assist theatre staff with selling tickets and refreshments.

# VOLUNTEER FORM

I am interested in the following:

- |  |   |
|--|---|
| <input type="checkbox"/> Parking Assistant       | <input type="checkbox"/> Summer Camp Assistant      |
| <input type="checkbox"/> Art Class Assistant     | <input type="checkbox"/> Special Events             |
| <input type="checkbox"/> Gallery Docent          | <input type="checkbox"/> Tour Guide                 |
| <input type="checkbox"/> Store Assistant         | <input type="checkbox"/> Information Desk Assistant |
| <input type="checkbox"/> Internships             | <input type="checkbox"/> Community Outreach         |
| <input type="checkbox"/> Gardening               | <input type="checkbox"/> Office Assistant           |
| <input type="checkbox"/> Maintenance             | <input type="checkbox"/> Greeter                    |
| <input type="checkbox"/> Hot Glass Studio Orator | <input type="checkbox"/> Theatre Assistant          |

I am able to volunteer:

- |   |   |
|---|---|
| <input type="checkbox"/> Weekday Mornings | <input type="checkbox"/> Weekday Afternoons |
| <input type="checkbox"/> Weekday Evenings | <input type="checkbox"/> Weekends           |
| <input type="checkbox"/> As Needed        |   |

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

- I would like to receive emails about volunteer opportunities each month.

Send to:

GoggleWorks Center for the Arts

Attn: Volunteer Coordinator

201 Washington street

Reading, PA 19601

Or drop your application off at the GoggleWorks Information Desk, located in the main lobby. For more information, please call 610.374.4600 or visit [www.goggleworks.org](http://www.goggleworks.org).