

mncaan

MINNESOTA CREATIVE ARTS AND AGING NETWORK



MnCAAN “Most Wanted” Volunteers

Spring-Summer 2010

Join in on the fun of making MnCAAN work. Most work can be done from your own home.

To volunteer or learn more, contact Pat Samples:

763-560-5199 or artsandaging@mncaan.net

Artist Residency Trainee

- Assist professional artists (varied disciplines) in 3-day senior housing residency
- Participate in 4-hour residency training
- Assist with community celebration event
- Pass a DHS background check and comply with other senior site regulations

20 hrs total during one month

Art Exhibit/Reception Chair

- Coordinate social and educational events related to exhibit in June 2010
- Assist with promotion of events
- Help enlist and oversee volunteers for events

50 hrs total

Desired Skills:

Event organization skills, event promotion know-how, self-directed, familiarity with the arts, ability to enroll others to assist

Program Design Team

Join a group of creative people who assist with the conception, development and implementation of MnCAAN projects. The team not only generates ideas, but also provides hands-on help with projects and at events.
5-10 hrs/month

Social Media Development Team

- Assess MnCAAN's social media needs.
- Assist with developing a social media strategy.
- Help suggest/develop content.
- Assist with implementation and updates.

8-12 hrs/month

Desired Skills:

Experience/skill with marketing-oriented social media methods, creative thinker, self-directed, good writer, reliability.

Virtual Assistant

- Help with assorted tasks (mostly from your own home) such as:
- Prepare Word & Excel documents
- Compile information/lists
- Do Internet research
- Make phone contacts
- 4-6 hours/month

Photographer

- Shoot and edit photos for website and promotional literature
- Help to collect photos from network members
- Work with marketing team to determine photo needs
- Arrange with senior arts project leaders to shoot photos onsite

4-8 hrs/month

Video Manager

- Shoot video of various MnCAAN events
- Edit for various display purposes
- Obtain permission from subjects

5-8 hrs/month

Desired skills:

Interest in teaching older adults; good skills in art, music, theatre, writing, or dance; reliability; flexibility; willingness to learn.

Website Submissions Editor

- Evaluate and edit submissions to website so that they make useful postings.
- Communicate with submitters re missing details, photos as needed.
- Determine appropriate web placement for submissions.
- Direct web techs re desired web placement of submissions plus accuracy and consistency of postings.

8-10 hrs/month

Desired Skills:

Organization, accuracy, attention to detail, editing and communication skills, ability to take initiative.

Board Members

- Help steer the organization and set policy
- Actively support and assist with major projects and events
- Make a financial contribution
- Enlist the support of others in MnCAAN's mission
- Attend monthly meetings
- Serve on a board committee (program, fundraising, finance, marketing, board/staff development, website development, specific project/program development)

8-10 hours/month