



Shetland *arts*

**Volunteering in the arts:
Summary Role Profiles**

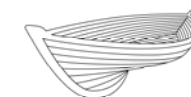
grab an oar
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Profile Numbers	Profile Title	Description
002	New Media Volunteer	To assist Shetland Arts in consolidating an approach to new media opportunities in arts development
003	Property Friend	Helping inform the development of Shetland Arts buildings for future activities and investment
004	Volunteering Co-ordinator	Support Shetland Arts in administering the Shetland Arts Volunteering Scheme and maximising the potential of its staff and volunteers
005-010	Hospitality	To provide hospitality at Shetland Arts events and activities
011-013	Bonhoga Gardener	Assist in the development of new ideas for the garden
014	Craft Workshop Assistant	To help set-up and facilitate craft workshops
015	Textile Working Museum Assistant	To assist with archiving of materials/information for Textile Museum
016-020	Craft Outreach Assistant	The craft equivalent of a 'Community Ranger' to organise craft nights within their area
021-022	Administration Assistant	Assisting with general administration duties within the office
023-024	Bonhoga Craftsperson	Designing and creating display equipment
025	Bonhoga Gallery Intern	Internship for Art/Design student to gain gallery experience

026	Bonhoga Exhibition Assistant	To assist with the setting up of exhibitions within the gallery
027-030	Event Assessor	To review and report back to Shetland Arts on all Shetland Arts events and activities
031-032	Marketing Assistant	To assist in all marketing activities
033-034	Design Assistant	To assist in the designing of promotional material
035-037	Photographer	To take photographs at Shetland Arts events and activities for promotional use and for records.
038	Researcher – Artist	To research on behalf of artists using various resources including the internet, library, newspapers.
039	Researcher – Audience	To research audience development issues and practice.
040	Researcher – Funding	To assist Arts Officers in researching projects and activities for Shetland Arts
041	Researcher – Programming	To assist Arts Officers in researching projects and activities for Shetland Arts.
042	Researcher – Resources	To create a knowledge bank, creative library and subscription database
043	Social Inclusion Advisor	To advise Shetland Arts on Social Inclusion issues
044	Creative People List Co-ordinator	To assist Shetland Arts in the creation and upkeep of a list of creative people in Shetland
045-046	Writing Group Facilitator	To organize and facilitate the writers group meetings and ensure the smooth running of the relevant group

047	Wordplay Curator	To assist Shetland Arts staff in developing a programme of events for the annual Book Festival which both reflects and challenges the interests, tastes and expectations of the community
048-049	Digital Media Group Facilitator	To Co-ordinate and facilitate Shetland Arts Digital Media Groups
050	Screenplay Curator	To develop a programme for the annual Film Festival
051-052	Film Programmer	To create a lively and engaging film programme which will both reflect and challenge the interests, tastes and expectations of the community
053-054	Sound Assistant	To support Sound Engineers at events
055-056	Lighting Assistant	To assist in operation and set-up of lighting equipment for shows
057-060	Musician	To provide mentoring at informal music events and other Shetland Arts activities
061-062	Prop Supervisor	To design and construct props for specific theatre events
063-064	Drama Worker	Assist in devising and delivery of drama workshops with a variety of client groups
065-066	Dance Worker	Contribute to provision of a Shetland Arts dance programme
067-070	Youth Theatre Assistant	To assist in developing the creative and performance skills of the Youth Theatre membership
071-073	Vacant	
074-077	Assistant Theatre Attendant	To support events and the Shetland Arts' Theatre Attendants

078-079	Stage Manager	To provide backstage management of events
080-083	Assistant Front of House	To help organise and assist in the running of front of house activities at events
084-085	Vacant	
086-089	MC	To provide continuity during Shetland Arts shows and events
090	Costume Supervisor	To support productions by designing, making and collecting costumes appropriate to the individual production
091	Make Up Artist	To assist in character make-up for theatrical productions
092	Lifelong Education Advisor	To advise Shetland Arts on lifelong learning issues
093	Digital Music Advisor	To advocate electronic and digital music and soundtrack work
094	Steinway Buddy	To look after the Shetland Arts Steinway, co-ordinate its use, tells us when it needs tuning, to play it from time to time and make friends with the staff at the Town Hall
095-100	Events Assistant	To assist in the planning and organisation of Shetland Arts events.



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