

As a not-for-profit organization, we are supported by volunteers who utilize their talents and interests to make a meaningful contribution in the arts & cultural community.

Volunteering is a great way to contribute to our organization while meeting like-minded people, learning new skills, attending events, and becoming involved with the London arts scene. We offer opportunities in many areas including: assisting at performances and special events, bartending, building maintenance, installation of art exhibits, and assisting with theatre setup.

No previous experience is necessary. We are looking for volunteers with an interest and passion for the arts and the local community. Our volunteers are reliable, committed, friendly, possess a positive attitude, and are respectful of our patrons. Scheduling is flexible and you can participate according to your availability.

Office Assistant:

We receive an average of 30 – 50 phone and personal interactions every day during our gallery hours. To help staff members focus on core duties, we seek assistance with:

- Gallery sitting during afternoon hours to greet visitors and discuss the current exhibition.
- Processing ticket sales, outgoing mail, course registrations, and memberships.
- Phoning art purchasers and coordinating its pick-up.
- Setting up classroom space for life drawing and other art sessions.
- Organizing our poster board, magazine racks and flyers.

Time commitment (approximate): 5 – 20 hours/week

Typical scheduling: weekdays or Saturday between 12 – 5 PM