

Flexible Volunteer Opportunities

It takes many hands and minds to make Market run. As an organization that is member-led, we use a mixture of volunteer, staff, and contractor effort to accomplish our goals. This is a list of Market tasks that can be done by volunteers either remotely or during more flexible hours outside of Committee and Board meetings. In order to help accommodate the greatest number of volunteers, especially folks who can only give one or so hours a month, this list can help integrate those types of volunteers as well as those interested in helping Market outside of meetings or Market days. Some of these opportunities would be perfect for members with an ever-changing schedule, high schoolers looking to get volunteer hours, and folks looking to contribute to their community in more interesting ways. This list may grow (or change) as time goes on.

Flexible Opportunities in the Office

- Cleaning: taking out the trash or recycling, organizing, wiping down windows or surfaces, vacuuming, etc. Basically, anything that helps keep the office, storage, or Market supplies clean and orderly.
- Inventory: this can be taking inventory of merchandise, Holiday Market decorations, forks, etc. Office staff can provide an inventory sheet, clipboard and pen.
- Set-up/Take-down: Helping set-up or take-down a meeting, workshop or other event. Here at Market we have a lot of meetings and new member orientations. Volunteers could come in once or twice a month to help with screenings, which could include making packets for new members, setting out signs, letting people into the building, and setting up chairs or screening stations. This would also apply to activity stations.
- Beautification: Helping decorate the office and Park Blocks.
- Archives: Helping label, organize or care for archival and historical materials. This is an opportunity perfect for Market members and community members who have been attending Market for several years.
- Envelopes: Stuffing envelopes with informative sheets for members on Saturday.
- Special Projects: this could range from designing something, to helping run a workshop, and other special projects that may pop up. You would

need to come up with a proposal that includes a goal, budget, timeline as well as needed supplies and resources. Proposals can be sent to staff or presented during a meeting (you may need to let the B.O.D./Committee Chairs in advance so that they can ensure your proposal is added for the agenda).

Flexible Opportunities at the Market (Saturdays or Holidays)

- Internal Distribution: Help us pass out information about Market to members. This could be something like handing out the Weekly Member Newsletter, posters/promotional materials, or something like handing out M.V.P. Brochures.
- External Distribution: Help us pass out information to Market members and patrons. This could be helping us pass out promotional materials like stickers, or some other type of information that benefits both communities like a half-sheet that explains rules about parking.
- Cleaning: Help Site-Crew clean before, after or even during Market. If members are interested, we may even be able to use their help with sorting compostables and recycling during the Market day.
- Audience Counting: This would include multiple check-ins throughout a Market day, following instructions, and using an audience counter. This could help us get more accurate data about Market attendance.
- Survey Collection/Distribution: Help us get survey feedback from members, customers or both. We would provide the surveys and needed supplies.
- Activities: Occasionally we will run an activity for the community. This can range from seed planting to snowflake making. Market can usually provide most of the supplies, and this is a great way to let folks know you can do workshops or classes too. Folks can volunteer for the entire day, or for just a portion. You can even propose your own activity.
- Networking/Mentoring: If you can, take a moment to connect with your fellow members while at Market. You can network with artisans in your craft category, learn more about booth display, and expand your connections to the community. Remember to be open-minded, respectful and kind when working with other members.

Flexible Opportunities in the Community/Outside of Market

- Outreach: If you are involved with or a part of another organization or business that would work well with Market, consider connecting the two. You can collect contact information and pass it on to our staff here at Market.
- Promo Materials Distribution: Help us get the word out about Market by handing out/distributing our promotional materials like stickers, business cards, postcards, and posters.
- Workshop/Talk/Exhibit: Consider running a workshop, artist talk/lecture or put together an exhibit highlighting your work. If you let us know ahead of time, we can spread the word about this on our social media pages and newsletters. Even if you just mention that folks can find you at Market, that can help us break into new audiences.
- Artisan Recruitment: If you are at another event or show, and connect with an artist that you think would do well at Market consider talking to them more about it. You can connect them with our website and contact information, and even show them where they can fill out a New Member Application.
- Networking/Mentoring: consider mentoring an artisan that has newly joined the Market or your craft category. Share your resources, time or even materials. This helps folks network, overcome barriers, and learn from established artisans and businesses.
- Grant Writing: Help us piece together grant proposals. Members with skills in writing and/or experience with grant writing can help us generate more support for Market.