

CANTARE CON VIVO VOLUNTEER SURVEY

Tell Us About Yourself!

Name:	
Email Address:	
Phone (Day):	
Phone (Evening):	
Address:	
City, State, Zip:	
Occupation (Optional):	
Employer (Optional):	
Other Non-Profit/Religions Affiliations:	
I sing with:	
Hobbies, interests, skills, talents, avocation:	

On a monthly basis, please indicate how many hours you have for volunteering by placing an "X" in one of the boxes below:

10+ Hours	5-10 Hours	1-5 Hours	I would like to get involved, but do not have time available now

Some Current Opportunities:

Please indicate your interest and willingness to help by placing an "X" on the lines below:

Concert Production Assistance

Assist with stage set-up and take down for Dress Rehearsals and Performances.	
Ushering at concerts (entire season)	
Ushering at concerts (certain concerts)	
Front-of-house duties (ticket sales, will-call tickets, etc.)	
Take publicity pictures and/or videotape groups rehearsing and in concert (Chorale, Ensemble, Children's Choirs)	

Education and Outreach

Music Library: Organize and file music	
Clerical tasks: fold and stamp mailings, copy and compile music folders	
Database: Maintain student rosters or music library database	
Translations: Translate notes to Spanish or Cantonese	
Volunteer accompanist	
Rehearsal Assistant: weekly or bimonthly. Help elementary singers read and follow music; assist director with logistical tasks	
One-on-one tutoring in music theory or vocal training	
Make cookies or snacks for rehearsals or receptions	
Mentoring: Assist students preparing for college applications, or other support	
Ironing or hemming uniforms when needed	
Picking up uniforms from storage, delivering to performance venue	
Order and deliver food for student dinners	
Assist with planning logistics for the 10th Anniversary Celebration (April 23,2010) First Baptist Church, Oakland.	
Assist with planning logistics for Nova Community Concert (February 2010)	

Audience Development

Serving on the Audience Development Committee	
Serving on an Audience Development Committee Task Force	

Publicity

Serving on a task force to pursue ideas and strategies to target audiences.	
Publicizing Cantare events via Facebook and other social networking websites.	
Drafting op-ed articles.	
Writing an article in Cantare's newsletter or other publication (sharing a personal perspective or experience as a stakeholder in Cantare).	
Sharing connections you may have with on-line or print editors, radio or TV personnel.	
Proofreading (press releases, program texts, newsletter articles).	
Distributing posters publicizing our concerts.	

Development

Introduce Cantare to friends, family and business associates.	
Provide Executive Director with names of any contacts you may have at foundations and granting agencies.	
Approach business acquaintances to purchase program ads (to appear in concert programs throughout the season)	
Provide access to or seek out <u>in-kind donations</u> for events (eg., food, wine for donor events, Ensemble and children's program receptions)	
The "Cantare Circle". Participate on a committee to organize a guild of donor supporters to host donor social events.	
Hand-address and stuff envelopes for the Annual Fund (Fall) and Spring Fundraising campaigns.	
Make follow-up and thank-you phone calls for the Annual Fund (no cold calling involved!)	

Special Events

December 12, 2009. Ensemble's Christmas Dinner Concert. Work with Staff and a designated caterer at Merritt College to develop the menu and general logistics for set up, serving and ambience/décor. Oversee committee to solicit in-kind donations of wine and/or other beverages; to decorate the day of the concert, to assist caterer with serving, if required, and to take-down décor after event.	
April 23, 2010. 10th Anniversary Concert/Celebration of the Children's Program. First Baptist Church, Oakland. Work with Staff to develop special invitations, invitee list of sponsors and donors, logistics and food for pre-concert gathering.	
May 16, 2010. Ensemble After-concert Reception at Saint Mary's College. Work with Staff to plan for and set-up the after-concert reception, bring food and beverage, serve, and take down.	

Please complete the survey and return to:

Michael Fried, Executive Director, <mailto:michael@cantareconvivo.org>

Or Nancy Ringer, <mailto:nancyringer@earthlink.net>

Or Suzette Smith, <mailto:zettesu@sbcglobal.net>