

Personal Information (please print)

First Name _____ Last Name _____
 Street Address _____ Apt/Suite _____
 City _____ State _____ Zip _____
 Phone _____ Fax _____ Date of Birth _____
 Email _____ Gender _____

Employment Information (please print)

Title _____ Organization _____
 Street Address _____ Floor/Suite _____
 City _____ State _____ Zip _____
 Phone _____ Extension _____
 Fax _____ Email Address _____
 Where would you prefer to receive mailings? Home _____ Work _____

Education Information

Degree _____ Year _____
 School _____ Major _____
 Degree _____ Year _____
 School _____ Major _____

When are you available to volunteer?

_____ Business hours (9 am-5 pm) _____ Business hours (Lunchtime)
 _____ Late afternoon/evenings _____ Weekends
 _____ Average number of days you travel per month

Professional Background/Skills (check all that apply)

_____ Accounting/Bookkeeping	_____ Insurance/Benefits	_____ Management - General
_____ Board Development	_____ HR - Comp and Benefits	_____ Management - Organizational
_____ Event Planning	_____ HR - Executive Coaching	_____ Marketing - Advertising
_____ Financial Cost/Benefit	_____ HR - Executive Recruit and Search	_____ Marketing - Copywriting
_____ Financial - General	_____ HR - General	_____ Marketing - Direct Mail
_____ Financial - Systems Design	_____ HR - Policy Development	_____ Marketing - Focus Groups
_____ Fundraising	_____ HR - Training	_____ Marketing - General
_____ Fundraising/Event/Operations	_____ Legal	_____ Marketing - Graphic Design
_____ Fundraising/Proposal Writing	_____ Management - Business Plans	_____ Marketing - Research

Professional Background/Skills (check all that apply)

- | | | |
|--|---|---|
| <input type="checkbox"/> MIS - Databases | <input type="checkbox"/> Public Relations/Press | <input type="checkbox"/> Retailing |
| <input type="checkbox"/> MIS - General | <input type="checkbox"/> Real Estate | <input type="checkbox"/> Strategic Planning |
| <input type="checkbox"/> MIS - Networks/Internet | <input type="checkbox"/> Real Estate/Architecture/Engineering | <input type="checkbox"/> Volunteer Program Management |
| <input type="checkbox"/> MIS - Training | <input type="checkbox"/> Other (please specify) _____ | |

Other Background/Skills

* Volunteer Experience with Nonprofit Organizations

* Arts Background/Involvement

Organizational Preferences

I am interested in working with the following types of organizations. Rank your choices 1-6, where 1 is most interested and 6 is not interested at all.

- | | | |
|--------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Dance | <input type="checkbox"/> Literary Arts | <input type="checkbox"/> Media Arts |
| <input type="checkbox"/> Music | <input type="checkbox"/> Theatre | <input type="checkbox"/> Visual Arts |

Organization Type

Indicate preference, if any. Select all that apply.

- | | | |
|---|---|--|
| <input type="checkbox"/> Arts in Education | <input type="checkbox"/> Multicultural | <input type="checkbox"/> Service Organizations |
| <input type="checkbox"/> Community Outreach | <input type="checkbox"/> Other (please specify) _____ | |

How did you hear about the BVA program?

Please include the following supplementary materials with your application:

- A recent copy of your resume

Return application and supplementary materials to:

Richard Graber
Director of Programs and Services/BVA
Houston Arts Alliance
3201 Allen Parkway, Suite 250
Houston, Texas 77019
Phone: 713-527-9330 ext. 133
Email: Richard@haatx.com

Please remember to keep a copy of this application for your records.
Receipt of completed applications will be acknowledged in writing.