
LONDON ART FAIR

2022 London Art Fair Volunteers

Duration of Position

Prior to Fair: 2 - 3 days a week prior the Fair between 10 and 14 January 2022.

During Fair:	Monday 17 Jan	0800 – 2000	(Build up)
	Tuesday 18 Jan	0800 – 1100	(Build up)
		1000 – 2100	Press View/ VIP Preview/Preview Evening
	Wednesday 19 Jan	1000 – 2100	Open
		1700 – 2100	Private View
	Thursday 20 Jan	1000 – 1700	Open
		1700 – 2100	Evening Reception
	Friday 21 Jan	1000 – 1900	Open
	Saturday 22 Jan	1000 – 1900	Open
	Sunday 23 Jan	1000 – 1700	Open
		1700 – 1830	(Breakdown)

NB. Please note that the volunteer will not be expected to work all these hours and that time off will be arranged and agreed prior to the Fair

Information on the Fair

London Art Fair is the UK's premier Fair showing Modern British and international contemporary art. Established in 1988, the Fair launches the art world year at the Business Design Centre in Islington. London Art Fair 2022 will be the 34th edition of the Fair featuring over 100 leading local and international galleries exhibiting exceptional modern and contemporary work from leading figures and emerging talent. For more information please visit: www.londonartfair.co.uk

Role of Volunteers

Volunteers will join London Art Fair as a core member of the Fair's team. Whilst taking on particular areas of responsibility, volunteers will also be encouraged to contribute creatively to the group planning and production of the January Fair.

Key areas of responsibility

Marketing Campaign

Supporting the Marketing team with particular responsibility for helping develop and deliver the campaigns for our three evening events. This role will also involve contributing to our digital marketing activity and looking after our event and media partnerships.

VIP Programme

Supporting the VIP Relations Manager, Fair Management and Marketing teams to develop and manage the VIP programme and associated VIP package for the 2022 Fair. The volunteers will also play an active role in running the VIP desk and/or complimentary car service, as well as looking after the Collectors' Lounge during the Fair.

Museum Partnership

Supporting the Fair Management team and Museum representatives. As a representative of the Fair, the volunteers will assist in greeting VIPs and facilitating tours, providing visitor information, and invigilating the exhibition at the Fair.

Photo50

Supporting the Fair Management team. In 2022 London Art Fair will once again present **Photo50**, a permanent photographic section at the Fair. Acting as registrar, the volunteers will help administrate the acquisition of works for the exhibition, liaising with the galleries and curatorial team. They will also play an important role in planning, managing the installation, invigilating and facilitating sales of the exhibition at the Fair.

Other aspects of the volunteer's role will include:**Gallery liaison**

Supporting the Management team, leading up to the Fair by telephone/ email and providing customer care on site.

Talks and Discussions programme

Supporting the Fair Management and Marketing teams to co-ordinate and promote the talks programme and manage the speakers and their requirements onsite.

Fair venue

London Art Fair
Business Design Centre
52 Upper St
Islington
N1 0QH

Location of Volunteer(s) (leading up to the Fair)

Immediate Live
44 Brook Green
Hammersmith
London
W6 7BT

Expenses

Daily travel expenses and lunch (to the value of £15 each) will be covered by London Art Fair.

To Apply

Please submit a current CV and covering letter explaining why you would like to be considered for this role to fatima.naqvi@immediate.co.uk

Deadline

Applications are considered on a rolling basis with the intention to confirm suitable candidates as soon as possible.

For further information please contact:

Fatima Naqvi
Event Director
Direct line: +44 (0) 207 150 5896
Email: fatima.naqvi@immediate.co.uk