



Department: Finance

The Finance Department includes Accounting, Payroll, Human Resources, Information Technology, Office Management, and other support functions for the organization. All volunteers for this department must meet high confidentiality requirements.

Symphony Shop Volunteer

Volunteers of the Pacific Symphony League operate a merchandise store for the Symphony at performances. Their duties include set-up and take-down of all Symphony Shop items before the concert, at intermission, and after the concert. Hours and days will vary, but generally include evenings and weekends.

Guest Artist CD Sales Support Volunteer

Volunteers are responsible for selling and tracking all guest artist CDs. They are responsible for helping the guest artist(s) when they sign autographs before, at intermission, and after the concert. Hours and days will vary, but generally include evenings and weekends.

Welcome Desk Volunteer

A general office hospitality volunteer is desired to assist with daily office functions organizing activities for company functions including: meeting setup & breakdown, decorating office for the holidays, restocking office machines, and ordering office supplies. Detailed oriented and organizational skills preferred. Pleasant demeanor required.