



## Program Overviews and Volunteer Opportunities

The NHCC was opened in October 2000, having been conceived of more than 15 years earlier by a local group of artists and community leaders. A division within the Department of Cultural Affairs, the NHCC is financed by the state legislature with additional support for programming coming from the NHCC Foundation, a 501 (c)(3) organization. Some sister institutions include the NM Museum of Natural History & Science, Museum of International Folk Art, and the Farm and Ranch Heritage Museum. NHCC is housed on a 31 acre campus located along the Rio Grande and the Camino Real, which includes six buildings.

### **Administration**

The NHCC Administrative team consists of approximately 18 staff that work in grounds keeping and maintenance, finance, rental coordination, janitorial services, marketing, volunteer coordination and much more. Administrative offices are located upstairs in the Intel Visual Arts Building.

**Volunteer Opportunities** with the administrative include delivering marketing materials around town, general office tasks, gardening and building maintenance.

### **History and Literary Arts (HLA)**

The NHCC History and Literary Arts Programs includes the library and archives, both of which document, preserve and make accessible to local, national and even international patrons the history, culture and literature of Hispanos worldwide through more than 12,000 non-circulating books and periodicals; microfilmed government and church records for genealogy research; and a repository of rare books, maps, photography and manuscript collections of people, organizations and historic events of the local community and New Mexico at large. There are currently two staff members in HLA.

**Volunteer Opportunities** include working in the library to assist visitors, in addition to helping with genealogy, library, archive and HLA exhibition projects. Library volunteers are accepted on an as-needed basis. Additional training is provided by HLA staff.

### **Performing Arts (PA)**

The mission of the Performing Arts program is to present and produce a variety of traditional and contemporary theatrical, musical, dance, and multidisciplinary performances and events that preserve and promote Hispanic cultures in New Mexico, the nation, and the world. The season also includes a variety of annual programming, including education programming, that is

specific to seasons, holidays, and celebrations. Seven full-time and several part-time staff support all PA performances and programs. Their offices are located in the Roy E. Disney Center for the Performing Arts.

**Volunteer Opportunities** include serving as a performance usher, which are needed for every event in our Performing Arts theatres. Ushers assist our visitors by checking tickets, escorting audience members to their seats, closing and then re-opening doors to the theatre to maintain an ideal audience experience, and assisting in the case of a theatre evacuation. Ushers receive free admission to the events they volunteer for. Additional training is required. There are also opportunities to volunteer in our Box Office on an as-needed basis.

### **Visual Arts (VA)**

The National Hispanic Cultural Center (NHCC) Art Museum and Visual Arts Program showcases and interprets art from diverse and complex Latino experiences. The NHCC Art Museum includes a rapidly expanding permanent art collection and state-of-the-art storage facility to preserve it. Rotating exhibitions include selections from the permanent collection, exhibits generated by NHCC Visual Arts Staff, a Community Gallery featuring significant local artists, and groundbreaking traveling exhibits all of which actively engage multiple audiences in this dynamic museum venue. In addition, the Visual Arts Program provides educational programming throughout the year. The VA team consists of 5 staff members.

**Volunteer Opportunities** with VA include serving as an event volunteer for education programs, a greeter for receptions and tours, and a docent for the NHCC Art Museum and Torreón. Additional training is required to become a docent. We are also looking for skilled technical volunteers such as carpenters and painters to assist with exhibit installation.

### **NHCC Foundation (NHCCF)**

NHCCF is dedicated to raising necessary funds needed to support the NHCC's programming, and operational needs. They are located in the Pete V. Domenici Education Center.

**Volunteer Opportunities** with the foundation include assisting with fundraising efforts and general office tasks such as preparing membership mailings and event invitations.

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**Do you have questions or want to apply to be an NHCC volunteer?**

**Please contact Annette Luján at [Annette.lujan@state.nm.us](mailto:Annette.lujan@state.nm.us) or 505-383-4783.**