Exhibition Roles

BA Illustration Exhibition 2026

Management
Keeping everyone up to date
Liaising with staff and Technicians
Communicating with all teams

Design Team
Designing the promotional and advertising materials for the exhibition and fundraising activities.

Hospitality Team
Sourcing and providing refreshments for the opening night.
Sourcing cups/glasses etc.
Setting up the bar.

Treasurer
Keeping accounts and records of money raised and spent.
Opening a bank account (at least two signatories) or PayPal account.

Invitation Team
Digital and physical invite to the opening night.
Digital invite for social media.

Fundraising Team
Devise and organise fundraising activities; stalls, raffles, competitions, events etc.

Marketing & PR
Liaise with newspaper, radio, TV.
Marketing strategy and implementation.
Social media content

Website Team
Create exhibition website.
Linking with student websites.
Link to exhibition socials.