

BUTLER COUNTY JR. FAIR BOARD JOB DESCRIPTION

POSITION TITLE: Butler County Jr. Fair Board Member

VOLUNTEER TERM: October – September (12 months)
(Monthly meetings – third Thursday)

GENERAL DESCRIPTION: To plan and conduct Junior Fair activities and events at the Butler County Fair.

RESPONSIBLE TO: Extension Educator, 4-H Youth Development, Senior Fair Board

RESPONSIBILITIES:

1. Attend all meetings of the Junior Fair Board. Attend sub-committee meetings related to your area (example: Family & Consumer Sciences representatives attend 4-H FCS sub-committee meetings; Horse representatives attend 4-H Horse Advisors meetings). **Cannot miss more than 3 meetings.**
2. Know the fair rules and guidelines related to your department and the Junior Fair general rules.
3. Make recommendations for fair judges.
4. Rewrite or correct your department's section of the fair book. Submit for approval to the Fair Board at the April meeting.
5. Review and revise fair entry forms.
6. Fill out the necessary paperwork (class assignments, weigh-in cards, barn assignments, thank you for buying my animal cards, posters, show orders).
7. Announce the classes during the fair; recognize class winners, class sponsors, and necessary announcements to help the show run smoothly.
8. Keep accurate records of class winners; submit results to Junior Fair Office for media.
9. Organize ribbons and trophies for your shows. Solicit for trophy sponsors.
10. Select volunteers to serve as adult leaders for your department.
11. Select superintendents to help at the fair.
12. Select Herdsman Award winners at the fair.
13. Assist with pre-judging (Family & Consumer Sciences, Special Interest and Small Animals) and Building Watch. Placing grade ribbons on projects (Family & Consumer Sciences and Special Interest).
14. Assist with Junior Fair Livestock Sale, paint numbers on animals, get animals in order, and help with checkout procedure.
15. Be available for not only check-in on Saturday (also weigh-in for market animals) but also checkout on the last day.
16. Submit ideas for new programs and activities.
17. Serve on additional committees: Skillathon, Showman of Showmen, King and Queen, Publicity.
18. Complete Premier Exhibitor Scores.
19. Be **early** for all time commitments – meetings, check-in, show day and checkout.
20. Oversee barn cleanliness.

QUALIFICATIONS:

1. Minimum age is 15 as of September 1 of the current year.
2. Have experience in a Jr. Fair organization (4-H, FFA, FCCLA, FBY, Grange, Scouts).
3. Possess the ability to work well with adults and youth in a variety of situations.
4. Possess the ability to work and communicate effectively in written and verbal forms.
5. A willingness to become familiar with and work within the philosophy and guidelines of the Butler County Fair.

JUNIOR FAIR BOARD APPLICATION

Due: September 1st

SELECTION TO BE HELD IN SEPTEMBER. PROSPECTIVE JUNIOR FAIR BOARD MEMBERS MUST BE 15 YEARS OLD BY SEPTEMBER 1ST AND MUST BE ELIGIBLE TO EXHIBIT AT THE COUNTY FAIR FOR TWO MORE YEARS.

Name _____

Address _____

Phone _____ Cell _____

Email _____

Grade of school entering next fall _____ Age _____

1. Area in which you would like to serve. Rate according to preference if you could serve in more than one area. Do not rate ones that don't apply.

- | | | |
|---------------------------------|-------------------------|-------------------|
| _____ Beef | _____ Horse | _____ Dogs |
| _____ Sheep | _____ Goats | _____ Swine |
| _____ Small Animal | _____ FCCLA | _____ Dairy |
| _____ Special Interest | _____ Farm Bureau Youth | _____ Girl Scouts |
| _____ Family & Consumer Science | | _____ Boy Scouts |

2. List major leadership positions held within your club.

3. List other activities you are involved in: Example - school, church, civic organizations, hobbies, etc...

4. Why would you like to serve on the Junior Fair Board?

5. Please submit 5 valid signatures of current Junior Fair Board Members from different departments, and two advisor's signatures:

JUNIOR FAIR BOARD MEMBER:

DEPARTMENT:

1. _____

2. _____

3. _____

4. _____

5. _____

ADVISORS:

1. _____

2. _____

I have read the requirements and my form is complete and correct.

APPLICANT'S SIGNATURE

Please send completed form to: Julie Dalzell, Butler County Fairgrounds, 1715 Fairgrove Avenue, Hamilton, OH 45011