

JUNIOR FAIR BOARD VOLUNTEER JOB DESCRIPTION

General Purpose:

To ensure the smooth operation of the Warren County Junior Fair.

General Requirements:

Must be 14 yrs. old as of January 1, and a member in good standing of a participating organization recognized by the Warren County Fair.

Attendance:

- A minimum of five (5) monthly meetings
- Sub-committee meetings as determined
- Five (5) JFB workdays prior to the Warren County Fair
- (2) - 3 hour work shifts in the JFB office during Fair week
- Pre-Fair meeting (June)
- Post-Fair evaluation meeting (August)
- Assistance with:

Assigned events and activities before/during Fair, including weigh-ins, judging, sales, project check-in/out, registrations, etc. Supervision of 4-H Exhibit display

Responsibilities (include but are not limited to):

Organize trophies & ribbons for events and storage, provide assistance at events as needed, provide accurate information to fairgoers and refer questions to appropriate sources. Maintain accurate records of events and inventory of supplies. Assist with sign-in/sign-out at judging events and display set-up/removal for General Projects. Assist with supervision of JFB office. Attend pre-Fair events/activities as sub- committee representative.

Junior Superintendents:

As head of the designated JFB sub-committee, the Junior Superintendent is required to be present at all events of his/her committee. It is the Junior Superintendent's responsibility to ensure that adequate help is present from his/her committee for each event, and to take leadership in providing support during each event. The Junior Superintendent is to coordinate supplies, and facilitate the records concerning events, prizes, livestock buyer plaques, and awards.

All Junior Fair Board members are to promote the philosophy of education and improvement of skills through fair competition at the Warren County Fair by reading, understanding, and enforcing the general rules, agricultural rules, and specific exhibit rules. All JFB members will be expected to assist Extension Educators, Senior Fair Board members, Senior Superintendents, and other participating youth organization leaders wherever needed.