



LOGAN COUNTY FAIR BOARD

Position Title: Parade

PURPOSE AND ROLE AS A FAIR BOARD MEMBER:

To provide advice and assistance in the planning and development of the policies, programs and activities related to the conduct of the fair. The Fair Board shall be responsible for the planning, development and conduct of those activities or assignments that are not in conflict with state or federal statutes.

An appointed member will serve a term of three years and shall attend meetings scheduled for the second Thursday of every month. Members will be present at the annual Fair to conduct their board member responsibilities. All members on the board will report to the Fair Board Manager and work in close cooperation with the Fair Board President.

POSITION SUMMARY:

Prepare and organize all details to conduct a fun and festive parade. Help the Fair Board decide a theme that will attract participants and choose Fair Marshals that are honorary to the community. Recruit participants that are engaging to the audience and add entertaining and festive elements. Determine an appropriate parade route that will allow maximum spectator viewing and adequate space for participants. Direct all participants to ease confusion and chaos.

SKILLS & EXPERIENCE

- Show connections with the community and posses valuable public relations.
- Be able to work comfortably and effectively with volunteers and the general public.
- Be comfortable balancing multiple tasks and responsibilities in an organized, efficient, and professional manner.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Help determine Fair Theme and Fair Marshal
- Coordinate transportation for Fair Marshals
- Requesting Special Street Use
- Recruiting a Color Guard
- Find Judges
- Accept and Approve Registration Forms
- Finding volunteers to help line up contestants
- Coordinate with the Fair Manager the use of ATVs/Golf carts for usher services
- Help other Fair Board members with their duties as time allows

POSITION COLLABORATORS

- Police
- Sheriff
- State Patrol
- City of Sterling

TIME COMMITMENT

- Attendance at monthly Fair Board meetings scheduled for the second Thursday of every month.
- Complete commitment to the date of the parade which falls on the Saturday during fair.
- Availability to accept registration forms and answer participant questions.