

## **CREATIVE ARTS SUPERINTENDENT POSITION**

### **Big Sky Country State Fair - Gallatin County Fairgrounds**

The Big Sky Country State Fair is looking for a creative individual that is passionate about Creative Arts to assist the Gallatin County Fairgrounds in a superintendent role. This individual is someone who wants to help continue the tradition of the Creative Arts Division as a Competitive Event at the Big Sky Country State Fair.

The Creative Arts Superintendent works closely with the Gallatin County Staff members to coordinate administrative tasks of the Creative Arts Department for the Big Sky Country State Fair season.

Hours: February to June – 2-5 hours/month (if necessary 1 hour-long meeting/month with Fairgrounds staff) During the Big Sky Country State fair July 20th-24th, 2022– As needed to properly staff the display area during the fair.

This position will be responsible for the following duties; updating the Creative Arts Department portion of the Competitors' Guide, brainstorm with marketing coordinator to promote the department, recruit volunteers to assist with display setup, secure qualified individuals for judging.

During the week of fair the superintendent manages the check-in of entries (Monday Prior to Fair), keeps a record of all exhibits judged and awards given (book provided), arrange for and schedule volunteers to watch over the department, educate visitors and answer questions about the department exhibits.

Monday following fair duties include the check-out of all entries and ensure prizes have been awarded, submit Volunteer Time Cards, complete a department evaluation sheet within 30 days after the fair.

This is a stipend position.

If you are interested in sharing your passion with contests and fair goes at the 2022 Big Sky Country State Fair please contact Dennis Voeller, Big Sky Country State Fair General Manager, Gallatin County Fairgrounds, 582-3270, [dennis.voeller@gallatin.mt.gov](mailto:dennis.voeller@gallatin.mt.gov).