



Preble County Agricultural Society

Junior Fair

Fair established in 1850



Junior Fair Board Member Responsibilities

Purpose:

1. To conduct judging and project evaluation activities, which educate the exhibitors and audience alike, in ethical, safe, and efficient management practices.
2. To provide an opportunity for youth to demonstrate skills learned through their organization's project work.
3. To provide an opportunity for the public to see and be aware of an organization and individual member achievements.
4. To conduct fair equitable and safely for exhibitors and their projects.
5. To provide appropriate recognition for exhibitors who have demonstrated respectable levels of knowledge and skills.
6. To provide opportunities for member organizations to promote the purposes, methods, and values of their respected organizations.
7. To promote youth involvement in cooperative community leadership with other organizations.

General Responsibilities:

1. Attend all regular and special meetings of the Junior Fair Board and Departmental Committees. Notify the County Extension Office or the Junior Fair Board Secretary if you are unable to attend.
2. Maintain a three ring binder notebook for Junior Fair Board letters, information, and handbook materials. **You must bring the notebook to all meetings!!**
3. Actively participate in the organization you are representing on the Junior Fair Board.
4. Select members in charge of each department.
5. Develop and conduct activities to involve more youth in the Junior Fair.
6. Take full responsibility for planning and conducting your department's activities and assist wherever needed at all events that are part of the Junior Fair!
7. Maintain the Junior Fair Board as an active, productive organization by:
 - a. Conducting meetings to get tasks done
 - b. Electing officers based on ability, attitude and experience.
 - c. Provide orientation and assistance for new members.
 - d. Use appropriate parliamentary procedure
 - e. Keep accurate secretarial and treasurer books and records.
 - f. Comply with the Constitution and By-Laws.
 - g. Involve all youth organizations and have all members actively involved.
8. Involve interested youth and adults in reviewing and revising department plans and rules in conducting department activities.



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9. Work closely with the Senior Fair Board by combining meetings and sharing in the planning of the different departmental Junior Fair activities.
10. Complete the Junior Fair section of the Preble County Fair Book.
11. Read, understand, and enforce the general rules, agricultural rules, and the specific rules applying to your departmental exhibits. Resolve problems or issues relating to Junior Fair activities by referring to the fair book, 4-H professional, Senior Fair Board, or any other relevant reference.
12. Support the decisions, policies, and activities, first of the Junior Fair Board, and second of your departmental committees.
13. All departments' plans, schedules and activities are subject to the Junior Fair Board approval. All Junior Fair Board plans, schedules, and activities are subject to the Senior Fair Board approval.
14. Maintain appropriate records concerning judging, events, prizes and awards.
15. Assist in operating the Junior Fair Board office facilities.
16. Assist Extension Educators, Extension Programs Assistants and Staff, Agriculture Education and Family and Consumer Science Teachers, FFA Advisors, and other youth organizational leaders when and wherever needed.
17. Assist the Senior Fair Board as needed.
18. Participate in evaluation at the end of each year by finding positive solutions to improve Junior Fair events for the next year.
19. Promote the philosophy of education and improvement of skill through fair competition.
20. Report back to your organization the items discussed, and report feed-back from your organization to the Junior Fair Board.
21. Review budget and total Junior Fair expenses.
22. Contact and secure award sponsors as needed.
23. Search for methods and programs to improve Junior Fair activities.
24. Always act in a professional and appropriate manner while representing the Preble County Junior Fair Board at meetings, events, functions, and other activities.

I understand the responsibilities of being a Preble County Junior Fair Board member and I agree to abide by all my duties.

Signature of Member

Date