



Preble County Agricultural Society

722 South Franklin Street (State Route 122)

Eaton, Ohio 45320

Phone: 937/456-3748 Fax: 937/456-7277

www.preblecountyfair.org

Fair established in 1850.

Preble County Junior Fair Board Job Description

Preble County Junior Fair Board Purpose:

- The object shall be to coordinate and conduct the activities of all Preble County youth organizations at the Preble County Fair

Junior Fair Board General Responsibilities:

- 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.
- Work closely with the Senior Fair Board.
- Complete the Junior Fair section of the Preble County Fair Book.
- 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, Senior Fair Board, 4-H professional, or any other relevant reference.
- Support the decisions, policies, and activities, first of the Junior Fair Board, and second of your departmental committees.
- 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.
- Maintain appropriate records concerning judging, events, prizes, and awards.
- Promote the philosophy of education and improvement of skills through fair competition.

Junior Fair Board Member Requirements:

- Maintain a three-ring binder or folder for Junior Fair Board materials. Bring to all meetings.
- Help with the setup and tear down of all Junior Fair-related areas at the Fair including the 4-H fair booths.
- Serve at least one livestock or non-livestock committee/livestock show and one non-livestock activity. Assist at all assigned events by setting up for the event, taking down after the event, record keeping, handing out awards, announcing, etc.
- Be available during the Preble County Fair to help as needed. Respond to calls for help at Junior Fair events.
- Be present at the Livestock Sale.
- Help with at least one Quality Assurance Training.
- Help with at least one Skill-a-thon Contest.
- Always act in a professional and appropriate manner while representing the Preble County Junior Fair Board at meetings, events, functions, and other activities
- Be an effective team player. Work collaboratively with other JFB members, Adult Advisors, and exhibitors.

Junior Fair Board Qualifications:

- Be at least 14 years old as of January 1st of the current year.
- Be no older than 19 years old as of January 1st of the current year.
- Be a member in good standing with your Junior Fair organization.
- Be available to attend monthly meetings on the 4th Monday of the month.
- Have no more than 3 unexcused absences from JFB activities (including meetings, workdays, events, and functions JFB participates in) Unexcused absences* will result in removal from the Junior Fair Board.
- Have a positive, respectful attitude to everyone.

By signing this form, I assure you that I will fulfill all my duties as a Preble County Junior Fair Board member to my utmost ability and responsibility.

_____	_____	_____
JFB Member Signature	Name (Print)	Date

By signing this form, I acknowledge that I have seen this form and will do my best to help my child fulfill his/her duties as a JFB member.

_____	_____	_____
Parent/Guardian Signature	Name (Print)	Date

*Excused Absences include illness, family emergency, or a required school function – other excuses will be considered on a case-by-case basis.

Revised and Adopted February 2023