



BVFR Junior Ambassador Program

Program Overview: The Junior Ambassador Program provides an exciting and unique opportunity for young men and women aged 16-20 to play a crucial role in the Brazos Valley Fair & Rodeo. The program aims to cultivate youth leaders through volunteerism while offering an in-depth understanding of the responsibilities and operations behind event planning and fair management. Members will gain valuable skills that will shape them into young leaders within the Brazos Valley and beyond.

Requirements:

- 16-20 years old
- Must have a minimum GPA of 2.5
- Meet the expectations of the guidelines and rules outlined in this handbook
- Visit and speak to 3 community organizations/clubs
- Attend committee meetings as available
- Attend community events to promote the fair and rodeo
- Attend the Brazos Valley Fair and Rodeo to work during various events (signup sheets with volunteer availability will be sent in the coming weeks)

Policies:

1. Meeting Attendance: Junior Ambassador members should make every attempt to attend scheduled committee meetings. It is the Jr. Ambassador's responsibility to seek out updates and information delivered at missed meetings.

2. Work Shift Attendance: Junior Ambassadors are required to work a minimum of 10 hours during Sept-Oct. Should you be unable to attend an assigned shift, immediately notify the Jr. Ambassador chair.

3. Mentorship: Adult committee members will serve as mentors to Jr. Ambassadors. The purpose of these brief mentoring meetings is to foster leadership, growth, and understanding about volunteerism, the operation of the fair and rodeo, and provide reflection opportunities about your experience.

4. Communication: The primary method of communication is from the adult Jr. Ambassador chairman via email and phone/text. It is imperative that you monitor email, voice mail, text messages, smartphone app notifications, etc. and that you return messages/calls on time.

5. Dress Code: Junior Ambassador members must wear jeans, closed-toe shoes, and any black polo/dress shirt while working.

6. Age Policy Junior Ambassador members must be between the ages of 16 and 20 years old by August 1st of your application year.

General Rules:

1. Absolutely NO drug or alcohol use is permitted by Junior Ambassadors at the BVFR and or events associated with the BVFR. Members must NEVER report to a shift under the influence. Membership will be let go of their duties if such actions occur.
2. Junior Ambassadors shall always represent themselves professionally and respectfully and follow the standards of conduct and code of ethics when serving as a volunteer of the BVFR.
3. Failure to show up to your assigned shift to work will result in consultation with the committee chair to determine an appropriate course of action. More than one “no show” could result in removal from the program. The fair staff reserves the right to remove an individual at any time
4. Junior Ambassador members must sign in and out at the beginning and end of each shift as instructed.
5. Junior Ambassador members will always work with another Jr. or adult member.

Code of Ethics:

Purpose

Our purpose is to empower and inspire young individuals to become effective leaders and positive contributors to their communities. Through mentorship, education, and hands-on experiences, we aim to cultivate essential leadership skills, foster a sense of responsibility, and encourage a commitment to service. We strive to create a supportive environment where youth can develop their potential.

Objective

The primary objective of this document is to strengthen accountability for responsible and mature behavior in all who represent our organization.

- a. All people professionally associated with our organization are expected to adhere to the spirit and character of all laws, rules, and regulations. Illegal or unethical actions are unacceptable, and willful violation of the substance, intent, or implementation of this document will be grounds for appropriate disciplinary action.

- b. Each employee or Committeeman must keep the interest of the BVFR foremost in mind while aiding spectators, performers, and participants of the BVFR.
- c. Each Junior Ambassador must contribute to the best of his/her ability, comprehensive support of the respective membership.
- d. Each Junior Ambassador must acknowledge and support the proper and authorized use of BVFR equipment and resources.
- e. Each Junior Ambassador must thoroughly understand the needs of the respective committee before proceeding with recommendations.
- f. Each Junior Ambassador must be honest and trustworthy, avoid harm to others, be fair, not discriminate against, and respect the privacy of others.
- h. All statements to the media are to be approved by the BVFR management team.

Brazos Valley Fair
Junior Ambassador Program
2024-2025 BVFR Junior Ambassador Information

**Please submit and send all application components to
brazosvalleyfair@gmail.com**

Application due: July 31, 2024, 5:00 pm

Completed application below to be emailed to brazosvalleyfair@gmail.com. Please note that applications not submitted to the email above or by the deadline will not be accepted.

Recommendation letter due: August 9, 2024, 5:00 pm

Applicant must have one (1) letter of recommendation submitted to brazosvalleyfair@gmail.com.

Video interview: August 9, 2024, 5:00 pm

Completed video interviews are to be emailed to brazosvalleyfair@gmail.com. An email will be sent to all applicants on July 31 with interview questions to be answered in the video.

Jr. Ambassadors announced: August 30, 2024

Applicants will receive an email and an announcement will be made on social media.

Brazos Valley Fair and Rodeo
Junior Ambassador Program
2024-2025 BVFR Junior Ambassador Application
Due by 5:00 pm July 31, 2024

APPLICANT INFORMATION

Name: _____

Age: _____ (as of September 1) School/University: _____

GPA: _____ Major (if applicable): _____

Mailing Address: _____

Email: _____ Phone: _____

Parent/Guardian Name(s) Under 18 years of age:

1. List your five (5) major leadership activities:

Year	Activity:	Your Major Responsibility:

2. List your five (5) most important achievements or honors:

3. List the year and projects that you have exhibited, entered, and volunteered at the Brazos Valley Fair:

Year	Involvement:

4. Write up to 300 words on why being a Brazos Valley Fair and Rodeo Junior Ambassador interests you.

Brazos Valley Fair
Junior Ambassador Program
2024-2025 Personal Information for Publications

The information provided below may be used for publication purposes. By completing this form, you grant permission for this information to be publicly shared. Please ensure that your responses are professional, truthful, and honorable.

- **A professional picture. The photo needs to be shoulder and up wearing professional attire.**
- **Grade level (and major if in college)**
- **School or University**
- **Organization/Club memberships**
- **Hobbies**
- **Future career**