The Northern Wisconsin State Fair Association, Inc (NWSF) is a 501(c)(3) public charity corporation hosting the annual Northern Wisconsin State Fair, the annual Chippewa Valley BBQ Fest, and the annual Chippewa Falls Oktoberfest which highlight exhibits, entertainment, food, carnival, and agricultural educational learning opportunities. Additionally, NWSF hosts and provides facilities for other community and private festivals and events. NWSF job descriptions may overlap and/or be combined with other departments as we work together as a team, for the benefit of our community and success of each event.

Facilities Manager Position – Northern Wisconsin State Fair

After 19 years as our Facilities Manager, Joe is retiring, so we are hiring a full-time, reliable, skilled Facilities Manager for our growing event venue.

Join the Northern Wisconsin State Fair Association to ensure our buildings, grounds, and equipment stay in top shape. You'll manage a year round part time assistant and summer crew to handle essential upkeep, repairs, and general maintenance ensuring everything is functional, appealing, and safe. This position is a 40 – 50 hours per average work week, with more hours possible during the annual Fair and some events and less at other times.

Your Crew's Responsibilities:

- Perform routine inspections, and maintenance on facilities and grounds and make repairs as needed
- Troubleshoot issues with plumbing, electrical systems, HVAC, maintenance equipment, etc and report repairs needed to Administration
- Operate maintenance and grounds equipment
- Manage and oversee maintenance and sanitation workers for the Fair and events
- Keep grounds and facilities neat, clean, and well-organized
- Respond to maintenance requests promptly and efficiently
- Collaborate with Event Manager to fulfill event setup and needs
- Prepare facilities for changing weather conditions
- Manage and facilitate winter storage program
- Manage the campground
- Proven ability and skills to develop and maintain strong vendor relationships while securing competitive bids
- Collaborate with Executive Director on budgeting for facilities needs
- Experienced in skid steer operation

Qualifications:

- Proven experience as a Facilities Manager, Maintenance Worker, Handyman, or similar role.
- Experience with managing volunteers, and workers for projects and events as needed
- Reliability, a keen eye for detail, team player, and self-motivation.
- Physical ability to lift 50 lbs, operate equipment, and make repairs as needed
- Basic knowledge of HVAC, electrical, plumbing systems, and basic skills in carpentry, painting, and janitorial work are a plus!

Why Join Us?

- A versatile role with a wide range of responsibilities.
- A fun, dedicated, and motivated team environment.
- Opportunity to make a real impact at the Northern Wisconsin State Fairgrounds, and our community.
- Salary range $65000-$70000, paid vacation and holidays, 401K

Interested? Send resume to: Northern Wisconsin State Fair Association
225 Edward St
Chippewa Falls, WI 54729
Atten: Brian Maki

Or email to: bmaki@nwsfa.com

DEADLINE: FRIDAY, SEPTEMBER 11, 2026