



*Red River Valley Fair
Association*

AGRICULTURE EDUCATION COORDINATOR INTERNSHIP



ABOUT US

Located in West Fargo, ND, the Red River Valley Fair Association has been bringing family entertainment to the community since 1905. The almost 400-acre setting offers ample parking for attendees, easy access to the interstate, and a multitude of facility rental options. The grounds hosts 150+ events throughout the year.

Home to the Red River Valley Fair, Big Iron Farm and Construction Show, Lost in the Valley Corn Maze and Pumpkin Patch, the ND Renaissance Fair, Holiday Lights at the Fairgrounds, and the Red River Valley Speedway. The Red River Valley Fair is dedicated to providing a safe, multi-use complex that is entertaining, educational, and sets the standards for excellence in enriching lives.

The Red River Valley Fair Association is passionate about local agriculture. With the newly remodeled Agriculture Education Center, it will allow families and students to learn about our region's agriculture by having an interactive and educational experience, YEAR ROUND!

The annual Red River Valley Fair, "The Best Days of Summer" will take place for three weekends for the first time in its history. The 2024 dates include: June 28-30, July 4-7, July 11-14.

The Red River Valley Fair is a private non-profit 501(c)(5), with a 50 member Board of Directors.



JOB SUMMARY

The Red River Valley Fair is seeking an Agriculture Education Coordinator Intern to join our team. As our Agriculture Education Coordinator you will help create an Agriculture Education Center that offers our fairgoers an exciting and educational experience. You will assist the Chief Agricultural Officer (CAO) with caring for animals, creating curriculum, and hands on activities. Reports to the CAO.

Mission: The Red River Valley Fair is dedicated to providing a safe, multi-use complex that is entertaining, educational and sets the standards for excellence in enriching lives.

ESSENTIAL JOB DUTIES

KEY RESPONSIBILITIES:

- Advocate for agriculture and the fair during the RRVF, Big Iron Farm and Construction Show, and with the Livestock Enrichment Program
- Conduct research on agricultural topics, curriculum development, and best practices in agricultural education
- Collaborate with staff to plan and facilitate hands-on learning experiences and field trips
- Ensure the animal facilities are clean and support the maintenance and upkeep of educational resources
- Assist in creating an inviting and unique layout of the building
- Provide facility tours of the Ag Education Center and Livestock Enrichment Program
- Engage with program participants, volunteers, and community partners to enhance the overall learning experience
- Provide support for administrative tasks, such as data entry, program evaluation, and participant registration
- Perform other related duties as required.
- Represent the Association in a professional and positive manner

IDEAL SKILLS AND ABILITIES

- Currently enrolled in a relevant undergraduate or graduate program
- Above average Microsoft Office skills specifically but not limited to Excel, Word, and Publisher
- Strong passion for agriculture and a desire to inspire others to learn about and appreciate the importance of agriculture in our communities
- Excellent communication and interpersonal skills, with the ability to engage diverse audiences and work effectively as part of a team
- Creativity and initiative to develop engaging educational materials, activities, and exhibits that appeal to learners of all ages and backgrounds
- Availability to work flexible hours, including evenings, weekends and holidays, to support events during the fair season

BENEFITS

This internship provides a valuable opportunity to gain real world experience. This is not like many jobs where you will sit behind a desk all day. We are a Fair so of course we have a fun environment filled with new adventures and tasks each day. You will never be bored and best of all you will get paid to have fun!

HOW TO APPLY

Please email cover letter and resume to
info@redrivalleyfair.com