

Elkhart County 4-H & Agricultural Exposition, Inc.  
Elkhart County, Indiana

The Elkhart County 4-H Fair is currently accepting applications for the position of General Manager. The Elkhart County 4-H Fair is one of the largest county fairs in the nation with over 280,000 visitors during a nine-day event. The fairgrounds are utilized year round for 4-H events, camping, RV rallies, auctions, corporate meetings, events, and winter storage.

Qualified candidates will have a Bachelor's Degree in business administration, management, or a closely related field. Experience in the fair industry is preferred. The candidate must have experience in facilities management, marketing, and administration. Leadership and strong communication skills are also necessary.

Applications will be accepted until **June 15, 2018**.

For more information about the Elkhart County 4-H Fair, please visit [www.4hfair.org](http://www.4hfair.org).

Elkhart County 4-H & Agricultural Exposition, Inc.  
General Manager Job Description

About the Fair

The Elkhart County 4-H Fair is one of the largest 4-H county fairs in the nation. More than 280,000 people attended the Fair during the nine-day event. The Fair Board's goal is not only to be a big event, but to be one of the best. The Fair takes pride in preserving quality family entertainment, free grandstand shows, positive competitions, and terrific "fair food". 4-H is the heart of our fair. In 2017 there were 3,303 livestock exhibits and 3,942 non-livestock exhibits. There are over 3,864 4-H members and 583 volunteer adult leaders.

The fairgrounds includes 384 acres (include a harness horse race track), 800 recreation vehicle hook-ups, and over 224,552 square feet of facilities. The facilities are utilized on a year round basis for 4-H club events, RV rallies, individual camping, corporate meetings and events, auctions, winter storage, and various other uses.

The Fair Board

The Fair Board consists of over 100 volunteer members. Each member takes great responsibility and ownership in their area of the Fair. The passion among our board members is second to none. With so many members, we function differently than many other organizations. However, due to the passion, abilities and cooperation of our members, we are able to put on one of the largest 4-H Fairs in the country and continue to "Make the Best Better!" The General Manager will report directly to the Executive Committee.

Qualifications

- Bachelor's Degree in business administration, management, or a closely related field with experience in facilities management; or an equivalent combination of experience and training which provides the knowledge, skills, and abilities necessary to perform the job.
- Experience in the fair industry preferred.
- Must possess strong communication, mentoring, and teamwork skills; be a critical thinker; possess problem solving skills, be flexible and creative in the workplace setting; and be willing to grow and change as new needs and opportunities arise.

- Demonstrate marketing, administrative, leadership, and management abilities.

### Job Description

The successful candidate will report directly to the Executive Committee and provide leadership and vision for the management and continued profitable growth of the Fairgrounds. The position will be responsible to manage all daily operations, personnel, financial reporting, facilities, Board relations, and other duties.

### Salary

Salary and benefits are commensurate with qualifications and experience.

### To Apply

Qualified candidates are invited to submit a cover letter, resume, and three professional references to: [jlund@yaub.com](mailto:jlund@yaub.com), or the same can be sent via regular mail to the following address:

Yoder Ainlay Ulmer & Buckingham, LLP  
Attn: Jeff Lund / Elkhart County 4-H Manager Search  
130 North Main Street  
P.O. Box 575  
Goshen, IN 46527-0575

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