

17th District Agricultural Association
Nevada County Fairgrounds

11228 McCourtney Road
 Grass Valley, CA 95949
 Phone: (530) 273-6217
 FAX: (530) 273-1146
 Email: info@NevadaCountyFair.com
 Web Site: NevadaCountyFair.com

**Part Time
 Employment
 Job
 Descriptions**

GENERAL:

- Starting and ending times will vary with job position.
- Hours vary, salary varies beginning at minimum wage.
- Must be available to work weekends and holidays.
- Employees must maintain a positive customer service attitude.
- Most positions require that the applicant be at least 16 years of age. If you are under the age of 18 and still in high school, you will be required to furnish a completed Work Permit before you begin employment. You can obtain a work permit from the District Office of the school you are attending.
- No alcohol or drugs. Violation will result in immediate termination. Smoking is permitted only during employee breaks in designated smoking areas.
- All positions may be subject to drug testing, background check and a Megan’s Law search.

DEPARTMENT	WORKING TITLE	DUTIES
<u>Cashier</u>	Gate Cashier	Exceptional customer service is required to sell admission tickets to Fair guests. Cashier is responsible for verifying a change fund, making change accurately, and balancing sales daily. Must be at least 18 years of age and have cash handling experience.
	Ticket Monitors	Exceptional customer service is required. Take tickets from guests and greet them as they enter the fairgrounds. Employees often stand for long periods of time outdoors (rain or shine).
<u>Transport</u>	Transport	Must have a valid drivers license and a commitment to exceptional customer service, with safety a first priority. May need to assist in loading golf cart with performers equipment. Primary duty is to transport performer equipment to or from the parking lot into the fairgrounds, safely and slowly.

DEPARTMENT	WORKING TITLE	DUTIES
<u>Exhibits</u>	Exhibit Crew	Work performed includes moving exhibit props to and from storage, setting up building for receiving. Assist in the receiving and displaying of exhibits. Assist the judges with clerical support during the judging process. Responsible for proper ribbon placement on exhibits. Oversee exhibits during open hours of the fair. Answer questions, assist patrons with locating exhibits during Fair operation; Releases exhibits to participants following the Fair.
<u>Parking</u>	Parking Lot Crew	Direct cars to available parking spaces, open and close parking areas and provide gate control. Employees often stand for long periods of time outdoors (rain or shine) directing cars in dirt parking lots. Parking employees must maintain a positive customer service attitude.
<u>Red Shirt Patrol</u>	“Red Shirt”	To be interactive with the Fair patrons, providing information and customer service assistance. The “Eyes and Ears of the Fair” are responsible for providing information to the Sheriff deputies in the event an incident develops that requires the intervention of law enforcement. The Red Shirt Patrol is not considered the law enforcement of the Fair. Employees often stand for long periods of time outdoors (rain or shine).
<u>Ice Crew</u>	“Ice Crew”	Must have a valid drivers license. Take orders for ice, load ice onto the back of a golf cart and deliver ice to vendors as needed. Must be able to lift and carry 20 pounds.
<u>Maintenance Crew</u>	“Clean Up Crew”	Maintain cleanliness of fairgrounds during Fairgrounds produced events. Empty garbage cans, pick up trash, clean up arena grandstands, sweep buildings and perform other tasks as needed to keep the fairgrounds clean.