



P.O. Box 250 * Canfield, OH * 44406

(330)-533-4107 * Fax (330)-533-8331

September 6, 2021

Dear Junior Fair Board Applicant:

We look forward to reviewing your application for Junior Fair Board. The responsibilities of the Junior Fair Board are vital to the success of Junior Fair, and should be considered a great honor.

Junior Fair Board is directed by the Manager of Junior Fair, under the direct supervision of the Senior Fair Board Director in charge of Junior Fair. Accepting a position on Junior Fair Board requires dedication and commitment to the responsibilities included in the attached summary, which includes **attending monthly meetings, participating on Junior Fair planning committees, and being available for all Junior Fair preparation, working during the Canfield Fair, and helping with duties which follow the Canfield Fair.** Please review the brief description of these responsibilities prior to submitting your application.

Applications are due by November 1, 2021 to be considered for the 2022 Junior Fair Board. Please mail completed applications to the Canfield Fair Office, P.O. Box 250, Canfield OH 44406 - Attn: Junior Fair Board.

Sincerely,

Kimberly A. Moff
Junior Fair Manager

Ward Campbell
Senior Fair Director, Junior Fair

Bob Jarvis
Senior Fair Director, Junior Fair

Mahoning County Junior Fair Board Application

Applicant to be a member MUST Be 15 Years of Age as of January 1, 2022
(Applicant to be an alternate – member in training may be 14 Years of Age)

Return by October 15, 2022 to the Canfield Fair Office c/o Junior Fair

Current Junior Fair Board members must submit an application to reapply for Junior Fair Board.
All applications will be reviewed for selection.

Application for Membership

Name _____ Phone _____

Age (as of January 1) _____ Birthdate: _____ Social Security #: _____

Complete Address _____
Street City Zip

E-mail Address _____ T-Shirt Size (Circle) S M L XL XXL

Which organization would you like to represent? _____

How many years have you been involved in your youth organization? _____

Are you currently, or have you been on Junior Fair Board before? _____
yes no

If yes, for how long _____ and with what organization? _____

List two references below that may be contacted for a recommendation: a youth advisor, employer, teacher.....however, no relatives, please.

Name: Phone

Name: Phone

Why would you like to be a member of the Mahoning County Junior Fair Board?

List three goals you would like to accomplish if you are chosen as a Junior Fair Board member.

1)

2)

3)

I have read and understand the attached Junior Fair Board responsibilities and agree to abide by these by-laws should I be selected as a Junior Fair Board Member or as an alternate.

Youth Signature

Date

As the parent of the above Junior Fair Board member, I have read and understand the responsibilities of Junior Fair Board if my child is selected to participate.

Parent Signature

Date

The following signatures provide permission for _____ to participate in photographs,
(Youth's Name)
media releases, videos, etc. which are directly related to the Junior Fair and Junior Fair Board. I give permission for this media to be used as needed for display and promotion of the Junior Fair at the discretion of the Junior Fair Board Advisors, and Junior Fair Photographer.

Youth Signature

Date

Parent Signature

Date

Mahoning County Junior Fair Board Commitment

Please read through this checklist, initialing next to each statement to acknowledge your understanding of your responsibility should you be selected as the 2022 Mahoning County Junior Fair Board. Both you and a legal guardian will need to sign the bottom of this form to show that you understand your responsibilities and expectations.

1. _____ I have completed my Junior Fair Board Application and have submitted it for review.
2. _____ I understand that my role as a Mahoning County Junior Fair Board member is to represent the Mahoning County Junior Fair in the community and to promote my organization and the Junior Fair to my best ability.
3. _____ I understand that I am representing the Mahoning County Junior Fair and am obligated to follow the Junior Fair Policies and Guidelines.
4. _____ I understand that if I am selected as a 2022 Junior Fair Board member, I will be expected to be present at the meetings & events during the next year (through the 2022 Canfield Fair). During these events, I must positively promote the Mahoning County Junior Fair.
5. _____ I understand that if I am selected as a 2022 Mahoning County Junior Fair Board member, I will be acting as a role model to all of the other Mahoning County Junior Fair Youth and therefore will hold myself to high personal expectations for behavior, language, and dress while representing the Mahoning County Junior Fair.
6. _____ I understand that as a Junior Fair Board Member, I must follow the **SOCIAL MEDIA POLICY which states that all youth exhibitors, parents, family members, advisors, adult volunteers, or other individuals involved are expected to maintain respectable demeanor in the use of social media with regards to the youth involved in the Junior Fair Program. Social Media use which is deemed unlawful, abusive, threatening, defamatory, obscene, harassing, creates a hostile environment, or creates a negative image of the Junior Fair Youth Program will not be tolerated.**
Discipline will be any, or all of the following:
(1) One verbal warning to discontinue behavior (2) Second warning will be removal from events/activities
(3) Third warning will result in the barring from exhibition, and/or participation in the activities held during the year, and/or other Junior Fair Livestock

Applicant signature: _____ Date: _____

Parent/Guardian signature: _____ Date: _____

Constitution of The Mahoning County Junior Fair Board
(Revised December 15, 2017)

Article I. - Name

The name shall be known as the Mahoning County Junior Fair Board.

Article II. - Purpose

The purpose of this group is to promote the interests of the Mahoning County Youth through educational exhibits, and activities at the Canfield Fair. At all times, the Mahoning County Junior Fair Board is responsible to the Mahoning County Youth Agricultural Association. The group functions under the direction of the Senior Fair Board Directors involved with the Mahoning County Junior Fair, Manager of the Mahoning County Junior Fair, Mahoning County Junior Fair Board Organization Youth Advisors, and the Mahoning County Junior Fair Advisory Committee.

Article III. - Membership

- A. Membership on the Mahoning County Junior Fair Board shall consist of members of the following groups:
- | | | | |
|--------|----------------|---------------|----------------|
| 1) 4-H | 2) Girl Scouts | 3) Boy Scouts | |
| 4) FFA | 5) Camp Fire | 6) Grange | 7) Farm Bureau |
- B. Potential members must submit a Junior Fair Board application for review.
- C. Member shall serve for a term of three years, or until they reach the age of 18 as of January 1 of that current year. During this term, they are still required to submit an application on an annual basis, and are subject to review of performance and participation in Junior Fair Board activities.
- D. Members must be 15 years of age and not exceed the age of 18 as of January 1 of that current year. Upon request by a youth member, Junior Fair Advisors may extend the length of membership to a youth member that is transitioning into college between 18 and 19 years of age.
- E. Membership of Junior Fair Board shall not exceed 45 members, unless reviewed by the advisors. If a vacancy should occur, and no alternates have been selected, then the Senior Fair Director, Junior Fair Manager, and/or the Youth Advisors shall determine the need to fill the vacancy, and shall appoint a new member to this position. This shall be reviewed annually and may be subject to change by direction of Senior Fair Director and Manager of Junior Fair.
- F. If the number of applicants permits, alternates to Junior Fair Board will also be selected by application. Alternates are members age 14 or 15, and the first year is considered a year of training. This alternate year does not count toward their Junior Fair Board term. Alternates are invited to participate in all Junior Fair Activities for training purposes. Alternates may receive the benefits of the active Junior Fair Board members depending on the hours of training and participation they complete prior to the fair. Alternates may become Junior Fair Board members the following year by replacing a retiring Junior Fair Board member upon review. This alternate position shall be reviewed annually and may be subject to change by direction of Senior Fair Director and Manager of Junior Fair.
- G. Mentees may be considered to assist with Junior Fair Board. These are youth turning 14 within the Junior Fair year, and apply with application. These youth will be invited to participate in certain events to learn the basics of Junior Fair Board, and must reapply the following year to be considered for an alternate or member position.
- H. Three unexcused absences will be reason for dismissal from Junior Fair Board. **After two unexcused absences, the member will receive a verbal warning. Four absences total will be cause for automatic dismissal, unless prior arrangements have been made.** All excused absences must be approved by the Senior Fair Director, Junior Fair Manager, and/or the Youth Organization Advisors prior to the meeting.
- I. The Outstanding Youth Boy & Girl and the 4-H King & Queen may extend their membership on Junior Fair Board if their term extends beyond the age of 18; and/or be invited to participate on the Junior Fair Board if not current members.

Article IV. - Members Responsibilities

- A. The Junior Fair Board shall meet the third Thursday of each month. Junior Fair Board members are expected to attend all scheduled meetings.
- B. Members are expected and required to participate on one of the following Junior Fair Board Committees:
- Special Features, or Promotions/ Public Relation
- C. Junior Fair members are expected to participate in all Junior Fair preparation, Junior Fair Week activities, and after fair clean-up. The critical days for Junior Fair Board participation are the weeks before, during, and after the fair. During this time members are expected to be especially committed to Junior Fair Board.
- D. Members may be required to complete a W-4 form, Junior Fair Work Schedule, and a Health Form.
- E. To be eligible for Junior Fair Board benefits (T-shirt, show tickets, parking sticker, fair gate pass, paycheck), a member must commit to working at least 15 hours on their Junior Fair Work Schedule during the fair. This does not include hours worked during Pre-Fair work days. Members not fulfilling this requirement and/or who do not work the hours for which they are scheduled will be subject to review and may be dismissed from their position on Junior Fair Board.
- F. Members are expected to uphold a positive work ethic, and are expected to display a high standard of behavior as they represent Junior Fair Board, and the youth of Mahoning County.

Article V. - Elected Officers

The elected officers of the Junior Fair Board shall be President, Vice-President, Secretary/Treasurer, Assistant Secretary/Treasurer, News Reporter, Special Features Chairperson, Promotion Chairperson. These officers, the director of Junior Fair, the manager of the Junior Fair and at least one other youth organization advisor shall comprise the Executive

committee, which may act on decisions if deemed necessary when it is not possible to assemble the entire board.

- A. The President shall be a second or third year member of the Junior Fair Board.
- B. Members shall be nominated for office through application and/or from the floor.
- C. Voting shall be done by secret ballot. Only members may vote. Officers are elected by majority vote.
- D. Committee Chairman will be elected within each committee. Those nominated by the floor must currently be on that committee.
- E. It is highly recommended that all elected officers be second or third year Junior Fair Board members.

Article VI. Junior Fair Board Committees

All members of the Mahoning County Junior Fair Board must participate on one of the Junior Fair Board Committees listed as follows: Youth Day, Promotions/ Public Relations, Special Features. Responsibilities of these committees may consist of, but are not limited the following:

☐ **Promotions/Public Relations:**

- Send Pre-fair News Releases to publicize Junior Fair activities
- Contact Radio, News Media to schedule personal interviews
- Provide a News Media Packet to include information about Junior Fair & either personally deliver or mail to media contacts.
- Update & provide flyers/posters to be used on bulletins boards at the fair
- Check and update bulletin boards on a daily basis during the fair.
- Write, edit & publish the Junior Fair Round-Up (Daily newspaper written and distributed prior to and during Junior Fair). Junior Fair Round - Up shall have an editor also selected from this committee. Use articles as News Releases to distribute to News Media on the fairgrounds
- Deliver Junior Fair Round-Up to News Media on fairgrounds, Dairy Area, Building #25, Saddle Horse Area, and other Key Points during fair.

☐ **Special Features:**

- Plan and conduct additional Junior Fair Activities for Youth Participation
- Make arrangements or order special prizes and/or awards for these activities
- Coordinate with Promotions Committee to publicize these events
- Make special contacts prior to the fair to make activities successful. Confirm all Special arrangements.
- **Youth Day Activity**
 - Coordinate the recognition program for outstanding youth from each of the seven youth organizations
 - Confirm the ordering of sashes & crown
 - Provide & publish program or script for Youth Day Program. Request biography from each youth involved
 - Select theme and decorate stage area
 - Confirm sponsors for Youth Day Program
 - Coordinate with Promotions Committee to publicize these events
 - Select a Key Speaker & confirm and approve any additional presentations or speakers to be included in program
 - Schedule rehearsal. Contact Fair Office with date & time. Notify Youth Participants
 - Confirm time to use stage during fair with Fair Office. (Include time to set-up)
 - Send Thank Yous to sponsors

COMMUNITY SERVICE: Throughout the year, Junior Fair Board will have several opportunities to participate in community service projects. Each Junior Fair Board member should participate in at least 1 community service project to help with leadership experience.

- Committee Educational Programs
- Ag Camp
- Community Agricultural or Junior Fair Organization Events
- Committee Clinics or Fun Show

Special Tasks/Activities Committee

Committee comprised of Junior Fair Board Advisors and Junior Fair Board Members that will work together to plan Junior Fair Board fundraisers, recognition and leadership opportunities.