



Mesa County Fair will be July 14-18, 2020

**Mesa County Fair
AMBASSADOR PROGRAM
2020 APPLICATION**

ALL APPLICATIONS must be postmarked and submitted to the
**Mesa County Fairgrounds Office by 5pm on
February 28, 2020**

**MESA COUNTY EXECUTIVE FAIR BOARD
2785 U. S. HIGHWAY 50
GRAND JUNCTION, CO 81503
970-255-7107**



Application Requirements

Applicants must be willing to work hard and project the desired image for the Mesa County Fair while serving as an Ambassador.

Applicants must be between 15 and 19 years of age on the first day of the Fair 2020.

Applications must be submitted in a sealed envelope marked “**AMBASSADOR APPLICATION**” and addressed to the attention of the Mesa County Executive Fair Board to the **Mesa County Fairgrounds Office, 2785 U.S. Highway 50, Grand Junction, CO 81503 by 5pm February 28, 2020**. If mailed, the application must be postmarked no later than **February 28, 2020**.

All applicants including returning Ambassadors are required to include a:

1. typed cover letter,
2. resume,
3. 3-4 paragraph biography,
4. letter of recommendation,

and participate in our interview process. Interviews for applicants will be scheduled once the applications have been reviewed

All selected Ambassadors are also required to submit a reduced one paragraph third person bio to be used for media write-ups and the Mesa County Fair website within two weeks of acceptance.

Ambassadors must be friendly, dedicated, committed, cooperative, punctual and willing to perform the duties described below to the fullest degree while striving for self-improvement. All Ambassadors need to have:

- 1. Time to do the work;**
2. Lots of energy;
3. A positive attitude toward their duties;
4. A willingness to work well with people of all levels;
5. Good, moral behavior;
6. Dedication to the Fair’s purpose;
7. A commitment to communication

The 2020 Mesa County Fair Ambassadors will consist of returning Ambassadors, as well as new ambassadors. Ambassador duties will begin on March 2020 with the recruitment of new ambassadors and will end on August 1st, 2020.

The MCEFB will appoint a Fair Board member or members to be Advisor(s) to the Ambassador Program. The Advisor(s) will serve to guide and implement the Ambassador program, advise the Ambassadors, and act as a liaison between the MCEFB and the Ambassadors. The Fair Board desires to promote the Ambassador Program and provide as many fulfilling opportunities for each Ambassador’s personal growth as possible.

Ambassador Duties, Responsibilities

The Mesa County Fair Ambassador Program represents the Mesa County Executive Fair Board and their main purpose is to promote the Mesa County Fair.

1. Ambassadors will be responsible to coordinate their schedules between work, school activities and Ambassador Duties. The Mesa County Executive Fair Board (MCEFB) understands that education is a priority; however, the Ambassador Program also represents a **significant** commitment.
2. The Ambassadors will become an active “Committee” of the MCEFB. All Ambassadors will be asked to attend ONE Fair Board meeting on May 14, 2020 so they may be introduced to the MCEFB. After which one Ambassador will be selected to represent the Ambassador Program as an Ex-Officio member of the MCEFB. This requires attending the regularly scheduled Fair Board meetings unless other arrangements are made with the Ambassador Advisors. The Ex-Officio member is expected to report decisions of the MCEFB to the other Ambassadors in a timely manner.
3. **Media Training is Mandatory.** ALL Ambassadors **MUST** attend. There may also be other mandatory meetings as designated by the MCEFB and/or Advisor(s). Failure to attend mandatory meetings may result in a disciplinary action or dismissal from the program.
4. The Ambassadors will work together as a team and maintain communications between each member and the MCEFB and/or Advisor(s). This includes providing a schedule in advance to the Ambassador Program Advisor.
5. The Mesa County Fair is July 14 – 18th, 2020. Ambassadors **MUST** be available during this week. The Ambassador schedule is also **VERY** heavy the two to three weeks prior to Fair.
6. The Ambassadors will participate in at least one public or community activity each month if possible beginning in March 2020 (Examples: parades, livestock weigh-ins). The Ex-Officio MCEFB member should report these activities at the monthly Fair Board meetings.
 - a. Due to possible scheduling conflicts, the members may appear at separate activities to represent the Fair.
 - b. Safety always is imperative. Ambassadors must have an escort to attend any function as an Ambassador. This could be a member of the MCEFB, Fairgrounds Staff Person, the Ambassador Advisor, and/or parents.
 - c. They will assist the MCEFB Marketing and Advertising Committee with publicity for the Fair, which may include media interviews (i.e. television, radio, and newspaper). This will require transportation to the media interview locations.

Ambassador Rules:

Regarding Appearance, Conduct, Golf Carts, Social Media, Friends & Family. The Mesa County Executive Fair Board (MCEFB) is solely responsible for the rules governing the Ambassador program. Changes to the rules may be made as seen fit or required by the MCEFB.

1. If an Ambassador chooses to ride a horse as part of an appearance (such as a rodeo Grand Entry), he or she must have completed a Level II horsemanship accreditation and provide a signed release by guardian or parent if underage.
2. Ambassadors MUST check in with director once a day during the MCF even when showing.
3. If you are in the office with only one other person inform them prior to leaving.
4. DO NOT leave the office door unlocked after hours green open, not green it's locked.
5. DO NOT leave the office if you are the only one on site.
6. Daily social media posting is encouraged especially during fair week.
7. Any absences need to be notified prior to.
8. Shows may not be attended until daily Ambassador commitments are completed.

Appearance

1. Ambassadors must always wear the designated attire when representing the Mesa County Fair. We recommend you keep it with you so that you may be ready for last minute interviews &/or appearances. At the Mesa County Fair, any Pre-Fair or After-Fair activities the Ambassadors will dress appropriately, including wearing Ambassador outfit for radio and print interviews along with TV, according to the established dress code. Uniforms are to be clean, pressed and neat when worn as you are representing the Mesa County Fair. Matching shirts and other items (buckles, nametags, and tiaras) will be provided to the Ambassadors by the MCEFB.
2. Keep in mind that Ambassadors are always in the public eye even when not in official attire.

Conduct:

1. Ambassadors are expected to conduct themselves in a respectful manner during the Mesa County Fair and at any time they are representing the Ambassador Program. They must be helpful and friendly to others. Ambassadors must always behave in a polite and gracious manner. It is very important that they make every effort to portray a positive image for themselves and the Mesa County Fair.
2. Ambassadors must always use wholesome and appropriate language. Absolutely no swearing! Arguing with anyone, (this includes parents and siblings) yelling, talking, and "goofing off" will be considered inappropriate behavior. Ambassadors are in the public eye and are considered role models, representing the Mesa County Fair.
3. Absolutely no use of alcohol, tobacco, or illegal substances will be tolerated.
4. If a member of the Ambassador Program breaks the laws of Mesa County, the State of Colorado, or the United States and is found guilty of criminal charges, there will be an automatic removal of his or her title, and all duties.
5. Ambassadors will be held accountable for their behavior. The respectful treatment of others around you (including animals) is paramount. You will be held responsible for negative actions up to and including the possibility of dismissal as an Ambassador.

Golf Cart Operations:

1. Ambassadors MUST have a learners permit or driver's license before operating a golf cart;
2. Ambassadors MUST be dressed in official Ambassador clothing.
3. The golf carts MUST be driven in a slow, safe manner.
4. The golf carts are to be used ONLY for Fair business.
5. Only 3 riders per golf cart no riding on rear or sides.

Social Media

In online social networks, the lines between public and private, between personal and professional, can get blurry. We live in a small community. Do us all proud; remember you are a role model to your friends as well as all young people, and you are the face of the fair. How you conduct yourself will reflect upon public opinion of the fair. Be sure that all content associated with you is consistent with your position as an Ambassador. **Think about it!**

1. What you publish will be public for a long time. Please don't post anything for public viewing associated with your name that you wouldn't want your leaders or Fair customers to see.
2. Be thoughtful about who you "follow" or are friends with, and what pages you "like."
3. Respect your audience- you don't always know who is looking at your posts!
4. Don't use ethnic slurs, personal insults, sexual language or obscenity, or engage in any conduct that would not be acceptable as an Ambassador.
5. When disagreeing with others' opinions, or correcting misinformation, keep it appropriate, professional and polite.
6. Always stop and think before posting.

Ambassadors should not use Social Media to post the following:

- Profane language or content;
- Discourteous communications, including personal attacks on a person's character or appearance;
- Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, physical or mental disability, sexual identification or orientation, or national origin;
- Sexual content or links to sexual content;
- Solicitations of commerce or "spam";
- Conduct or encouragement of illegal activity.

Family & Friends

1. The parents of the Ambassadors are very instrumental to the support and implementation of the duties and responsibilities of the Ambassadors; however, it is the intent of the MCEFB to foster leadership skills in the Ambassadors. Although parental input and guidance is encouraged, great efforts will be taken to develop the individual Ambassador's skills by allowing them to make their own decisions.
 - a. Parents are welcome to attend the meetings, but the meetings will be conducted, and decisions made by the Ambassadors only. Where media training is concerned, we ask that parents not attend. Regarding interviews we understand some parents may need to drive

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Ambassadors to media interviews, only Ambassadors will be allowed in the studios while interviews are being conducted. These requests are made to help Ambassadors gain confidence, independence and experience thru these opportunities.

- 2. Siblings, friends, including boyfriends or girlfriends, are not allowed to "tag along" in any designated training sessions or official appearances with Ambassadors.

If the rules approved by the MCEFB are not practiced, the offending Ambassador may be subject to disciplinary action to include but not limited to a warning, probation, and review by the MCEFB. Grievances made regarding an Ambassador's conduct will be reviewed by the MCEFB and appropriate action will be taken on a case-by-case basis. The MCEFB reserves the right to relieve any Ambassador of his or her title.

Disciplinary action may be taken for but not be limited to; lack of availability and time to do the work, as well as lack communication & involvement. In the event of a disciplinary discussion, the parent will be notified in advance only if an Ambassador is under the age of 18.

Consequences include loss of ticket privileges, golf cart privileges, dismissal from the program, not being eligible for next year &/or loss of scholarship if available. If a member of the Ambassador Program resigns or is relieved their title, they are required to return any money, awards & gear received in conjunction with their title, including, shirts, buckle, hatband/tiara and/or reimbursing the Fair Board for the cost of other used items and clothing.

Agreement

I have read, studied, and understand the enclosed duties, responsibilities, and rules of the Mesa County Fair Ambassador Program. I have a copy in my possession. If chosen as a member of the Ambassador Program, I have the time and agree to carry out these duties, responsibilities, and rules to the best of my ability and in accordance with these statements.

I understand that I can and will be removed from my position if I do not satisfactorily follow these established duties, rules, and responsibilities.

Applicant Signature _____ **Date** _____

Parent/Guardian Signature _____ **Date** _____

This sheet must be signed and submitted along with your cover letter, resume', your letter of recommendation, and a 3 to 4 paragraph 3rd person biography. Submit no later than 5:00 p.m. on February 28, 2020 to the Fairgrounds office.