

CHESTERFIELD COUNTY FAIR ASSOCIATION, INC.
Job Description - Board of Directors

The CCFA Board of Directors shall be elected by members of the Association at the annual meeting. Consideration must be given to members showing a sincere desire to promote and improve the Chesterfield County Fair.

Any vacancies existing or occurring after the annual meeting shall be filled by the Board. The appointee will serve the unexpired term.

The following rules shall apply:

1. Must be a member of the Fair Association.
2. Must be a resident of Chesterfield County and 18 years of age or older prior to taking office.
3. Application must be received between January 1 and October 1 for any opening occurring in any given year.
4. Applications will not be held over from year to year.
5. Directors will be elected for a term of three (3) years at which time a new application must be submitted.
6. No two (2) members of the same family shall hold a position on the Board of Directors at the same time.

Expectations of Directors:

1. Attend regularly scheduled meetings throughout the year.
2. Help sell catalog ads, help distribute catalogs, and help obtain sponsorships.
3. Serve on or chair assigned committees.
4. Participate in work weekends (1 or 2 a year)
5. Participate in set-up/clean-up of the fair.
6. Participate in the daily activities of running the nine day fair.

Please carefully read our by-laws included on our website (www.chesterfieldcountyfair.org) for a more detailed description of the requirements to be on our Board of Directors and to gain further insight into the practices of the Chesterfield County Fair Association, Inc.

**CHESTERFIELD COUNTY FAIR ASSOCIATION, INC.
BOARD OF DIRECTORS APPLICATION**

We welcome your interest in the Chesterfield County Fair Association, Inc.
Please complete this application and mail it to be postmarked by October 1st to:

**Chesterfield County Fair Association, Inc.
P.O. Box 801
Chesterfield, VA 23832-9998**

Name: _____
Last First Middle

Address: _____
Street

_____ City State Zip

Telephone Numbers: _____
Home Cell

Will you be 18 years of age or older prior to taking office Jan. 1st? Yes _____ No _____

Are you a resident of Chesterfield County? Yes _____ No _____

Email: _____

Current Employer: _____

_____ Please check here if you have volunteered with the Fair previously.

If checked above, please indicate when and in what capacity. _____

What are you interested in doing with CCFA? _____

What leadership positions have you held? (Civic, Athletic, Fraternal, etc.) _____

Have you ever been charged with any law violations other than minor traffic violations or been the subject of disciplinary action alleging misconduct?

Yes _____ No _____ If yes, please explain and give dates. _____

References (List 3 people not related to you who have known you at least one year.)

Name	Email	Phone #	Relationship
------	-------	---------	--------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please describe any experiences/contributions you would bring to CCFA that qualify you for a position on the Board of Directors.

Were you referred to CCFA by a current CCFA member? Yes _____ No _____

If yes, please give their name and relationship to you. _____

Signature: _____ Date: _____