**CHIEF EXECUTIVE OFFICER**

**COLORADO RIVER FAIR**

**54TH DISTRICT AGRICULTURAL ASSOCIATION**

**591 N. Olive Lake Boulevard**

**Blythe, CA 92225**

**FINAL FILING DATE: February 10, 2020**

**TIME BASE: Full-time**

**SALARY RANGE: $ 6,70.00 to $ 7,434.00 (Exempt position)**

**BENEFITS: Medical, dental and vision, annual leave, PERS retirement**

**QUALIFICATIONS:**

 **Desired**

* Experience in business administration, public administration, marketing, public relations, communication, entertainment or related fields.
* Demonstrated knowledge and experience in developing and managing budgets, maintaining sound fiscal policy; day-to-day record-keeping including payroll; and proportion of board and government required reports.
* Knowledge and experience in fund-raising, grant and sponsorship development.
* Ability to work cooperatively and communicate effectively with staff, board of directors, governmental agencies, local businesses, media and the community.
* Knowledge and experience in recruiting, training and supervising employees and volunteers.
* Knowledge and experience in developing and implementing marketing plans and strategies.
* Knowledge and experience in producing and directing community-relevant programs, entertainment activities and special events.
* Knowledge in the areas of purchasing, facility maintenance, public relations, contracting, and technology.
* Ability to create and deliver public presentations.

DISQUALIFICATIONS:

Any applicant who attempts to contact directly individual board members or members of the Selection Committee with the intent of influencing the decision of the Board or Committee will be disqualified as a candidate for the position.

ADDITIONAL INFORMATIN ABOUT THE DAA AND THE AREA:

DAA Facility Facts:

10 acres Parking: 800 (225) paved

5 Buildings No Horse stalls

1500 seat grandstand 10 RV hook-up

DAA Operational Facts:

2020 Budget: $ 400,000 (Expenditure) No Current Full-time staff

2019 Fair Attendance: 18,000 Number of interim events: 50

Fair Dates: Second in March

**APPLICATION PROCEDURES:**

Qualified applicants are invited to submit a state application together with a personal resume and 3 references to:

CEO Selection Committee

54 District Agricultural Association

Colorado River Fair

591 N. Olive Lake Blvd.

Blythe, CA 92225

**SELECTION PROCEDURES:**

* The screening committee will evaluate each application and resume.
* Best qualified for the position will be referred the DAA’s Board of Directors for further consideration.
* Personal interviews will be scheduled at the fair Boardroom in be February 24, 2020.
* The applications of all candidates will be held in strict confidence.
* It is anticipated that the Board of Directors will make a final decision on or before

March 10, 2020.

Questions regarding application or selection procedures may be directed to:

Bruce K. Wilson, CEO, (760) 922-3247.