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Aggieville Showdown
Christian Calliham
Founder & General Manager
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Aggieville Showdown Livestock Show Manager

Position: Livestock Show Manager

Reports To: General Manager

Location: Manhattan, Kansas/Remote

Job Type: Part-Time/Contract (on a needs basis)

Rate: \$10/Hour

APPLICATION DEADLINE: November 19, 2021

About Us:

The Aggieville Showdown is like no other cattle jackpot show in the nation. This unique show starts at the Riley County Fairgrounds where exhibitors will compete to have the chance to show their market prospect cattle or breeding heifers in the streets of the Aggieville Business District. The judges will select the Grand & Reserve Champion for the market & breeding cattle divisions. While in Aggieville, exhibitors will be awarded cash prizes, and public attendees will enjoy live music, a fashion show, shopping, and other performances and experiences.

The idea of the national cattle jackpot show came to fruition in the heart of Aggieville in June 2019 between close friends who share a passion for agriculture education. The show was developed to celebrate American beef producers while advancing exhibitors' and the public's knowledge about the livestock industry. The first inaugural Aggieville Showdown was held in April of 2021 and our team looks forward to continuing the annual event to unite exhibitors, students, businesses, and all public to celebrate agriculture in the 'Ville!

Responsibilities:

The Livestock Show Manager is responsible for assisting the General Manager in all Livestock Show and Grand Drive event execution before and after the event, including but not limited to:

- Manage and execute the livestock show at Riley County Fairgrounds
- Assist in planning and executing the Grand Drive event in the Aggieville Business District
- Communicate and coordinate with multiple people including photographers, judges, veterinarians, production event staff, fairground facilities, exhibitors, and volunteers
- Work closely with the Communications Manager to obtain sponsorship event assets, share exhibitor information, and promote exhibitor attendance
- Assist in researching and purchasing supplies and awards
- Update and develop exhibitor handbook, run of show documents, and event logistics materials

- Gather and collect all event supplies
- Facilitate set-up of fairgrounds and lead volunteers
- Help manage entries, check-in process, superintendents, ring and show resulting staff
- Be the point of contact for exhibitor questions
- Explain and assist exhibitors with travel plans to Aggieville Business District for the Grand Drive event
- Attend virtual and in-person staff meetings
- Help in person a few days before the event and during the event weekend

Qualifications:

- High School Diploma, preference given to a college graduate or third-to-fourth year undergraduate student studying hospitality management, animal science, agribusiness, marketing, or communications
- Exceptional attention to detail
- Must be creative & resourceful
- Must be able to multitask
- Strong customer relations and team management skills
- Basic knowledge using social media (Facebook and Instagram)
- Skilled in Microsoft Office and show entry databases
- Experience with Adobe Creative Suite and/or Wix is a plus
- Must have access to a personal computer

Aggieville Showdown is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, gender identity, sexual orientation, national origin, disability status, protected veteran status, or any other characteristic protected by law.

Apply

To apply for the Livestock Show Manager position with the Aggieville Showdown please submit a cover letter and resume to christianc@aggievilleshown.com by November 19, 2021 for consideration.