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Aggieville Showdown  
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## **Aggieville Showdown Fashion Show Manager**

**Position:** Fashion Show Manager

**Reports To:** General Manager

**Location:** Manhattan, Kansas/Remote

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

**Rate:** \$10/Hour + potential end-of-event bonus

**APPLICATION DEADLINE:** September 2, 2022

### **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 publics' knowledge about the livestock industry.

### **Responsibilities:**

The fashion show manager is responsible for assisting the General Manager in all fashion show management and execution before and after the event including but not limited to:

- Develop and plan fashion event strategy and run of show
- Recruit and communicate with fashion show exhibitor companies
- Facilitate vendor contracts and invoicing
- Recruit, manage, and coordinate a team of 10-20 models
- Organize fashion show dress rehearsal
- Help assemble fashion show exhibitor outfits, ensure proper fitting of each model, and prepare backstage tent, line-up of clothes, and clothing changes
- Work with production contractor to ensure all lighting, audio, and other event production needs are being met

- Help aid the communication manager to develop and complete fashion show exhibitor advertising packages
- Work with key industry influencers and promote our event through media channels
- 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 fashion, hospitality management, marketing, communications, or agriculture
- Exceptional attention to detail
- Must be creative & resourceful
- Must be able to multitask
- Strong customer relations and team management skills
- Experience with using social media (Facebook and Instagram)
- Skilled in Microsoft Office
- Experience with Adobe Creative Suite 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 Fashion Show Manager position with the Aggieville Showdown please submit a cover letter and resume to [christianc@aggievilleshown.com](mailto:christianc@aggievilleshown.com) by September 2, 2022 for consideration.