

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

The Chesterfield County Fair Association, Inc. (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 will be filled by the board. The appointee will serve the unexpired term.

The following rules apply:

- Must be a member of CCFA.
- Must be a resident of one of the following municipalities or counties of Amelia, Charles City, Chesterfield, Colonial Heights, Dinwiddie, Goochland, Henrico, Hopewell, Petersburg, Powhatan, Prince George, and Richmond.
- Must be 18 years of age or older prior to taking office.
- Application must be received between Jan. 1 and Sept. 15 for any opening occurring in any given year.
- Applications will not be held over from year to year.
- Directors will be elected for a term of three years at which time a new application must be submitted.
- No two members of the same family shall hold a position on the Board of Directors at the same time.

Expectations of Directors

- Attend regularly scheduled meetings throughout the year.
- Help sell ads, help distribute entertainment guides, poster and help obtain sponsorships.
- Serve on or chair assigned committees.
- Participate in work weekends. (1 or 2 a year)
- Participate in set-up/clean-up of the fair.
- 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.

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
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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: _____