

# CAREER OPPORTUNITY ANNOUNCEMENT

**CHIEF EXECUTIVE OFFICER  
SISKIYOU GOLDEN FAIR  
10TH DISTRICT AGRICULTURAL ASSOCIATION (DAA)  
1712 FAIRLANE ROAD  
YREKA, CA 96097**

**FINAL FILING DATE:** April 12, 2010

**TIME BASE:** Full Time

**SALARY RANGE:** \$5,728-\$7,845 monthly (Exempt position)

**BENEFITS:** Medical, dental and vision, annual leave or vacation, 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 preparation of board- and government- required reports
- Knowledge and experience in planning, organizational restructuring and business development
- 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
- Knowledgeable in the areas of purchasing, facility maintenance, public relations, contracting, and technology
- Ability to create and deliver public presentations

## **ADDITIONAL INFORMATION ABOUT THE DAA AND THE AREA:**

Yreka, California. From I-5, take south Yreka exit. Fairgrounds is on east side of freeway. Yreka is located in the beautiful mountains of Siskiyou County, city population 7,000.

### **DAA Facility Facts:**

- \* 100 acres
- \* 4 major bldgs (approx. 40,000 sq. ft.)
- \* 2,400 seat grandstand
- \* 3/8-mile clay racetrack
- \* Parking: 3,000
- \* Horse stalls: 72
- \* RV hook-ups: 96

### **DAA Operational Facts:**

- \* 2010 budget: \$793,956
- \* Current full-time staff: 5
- \* 2009 fair attendance: 51,392
- \* 2010 fair dates: Aug. 11-15
- \* Major annual events: Auto races, Sportsmen's Expo, Holiday Faire
- \* 2009 interim attendance: 24,000
- \* Number of 2009 interim events: 313

### **Community Facts:**

- \* County population: 44,000
- \* Elevation: 2,600 feet above sea level
- \* Climate: 15 to 98 degrees Fahrenheit
- \* Unemployment: 12%
- \* Industry: Agriculture, government
- \* Recreation: Skiing, hiking, fishing
- \* Median family income: \$36,890

## **APPLICATION PROCEDURES:**

Applications are available at [www.sisqfair.com](http://www.sisqfair.com). Qualified applicants are invited to submit an application together with a personal resume and 5 references to:

CEO Selection Process  
10th District Agricultural Association  
409 W. Center St.  
Yreka, CA 96097

## **SELECTION PROCEDURES:**

- ❑ A screening committee will evaluate each applicant's personal resume and application.
- ❑ The applicants considered to be the best qualified for the position will be referred to the DAA's board of directors for further consideration.
- ❑ Personal interviews will be scheduled at the fairgrounds with a selected number of the most qualified candidates during the week of April 26 (date subject to change).
- ❑ The applications of all candidates will be held in strict confidence.
- ❑ The fair board or its representative reserves the right to contact selected individuals who are familiar with the accomplishments of applicants.
- ❑ It is anticipated that the Board of Directors will make its final determination on or before May 11, 2010.
- ❑ The Board of Directors reserves the right extend the selection process.

*Questions regarding application or selection procedures may be directed to: Board President Jalene Forbis at 530-859-0201.*