

# SISKIYOU Golden Fair CHIEF POSITION : EXECUTIVE OFFICER



## Mission Statement

The 10th District Agricultural Association promotes excellence in agriculture awareness and education through the Siskiyou Golden Fair and interim events under a financially sustainable model.



## History

The first fair, or agricultural show, in Siskiyou County was held in October 5-6, 1859 in Fort Jones.

Fairs were then held in Fort Jones each year until 1867 when through the efforts of Judge E. Steele, the fair was then moved to Yreka in 1868.

In 1880, local fairs were abandoned, many were in favor of six-county shows sponsored by the agricultural and mining interests of the counties which included Siskiyou, Shasta, Modoc, Klamath, Lassen and Trinity.

The County fair returned annually in 1919 through sponsorship by the Pomona Grange.

In 1925 a group of local ranchers and business owners solicited funds for the purchase of the property still in use today - The Siskiyou Golden Fairgrounds.

**APPLICATION DEADLINE:  
FEBRUARY 27<sup>TH</sup>, 2026 BY 3:00PM**

1712 Fairlane Rd. Yreka, CA 96097

1(530)842-2767

[www.sisqfair.com](http://www.sisqfair.com)



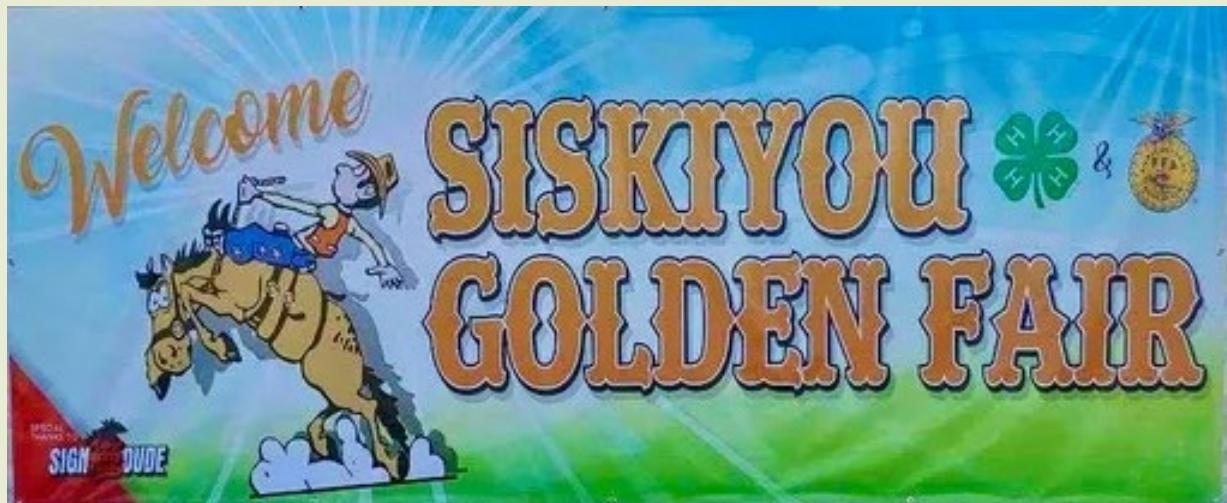


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## Job Details:

- Under the direction of the Board of Directors, the CEO plans, organizes, and oversees the development and use of the fairgrounds, ensuring the community is provided with high-quality entertainment, educational, cultural, and recreational opportunities.
- The CEO must maintain daily on-site leadership and demonstrate strong abilities in administration, financial management, strategic planning, marketing, facility development, community engagement, and public relations.
- The CEO is responsible for implementing Board policies, advancing the organization's vision, and ensuring financial sustainability.
- Oversee staff development, recruitment, training, and performance management.
- Provide leadership that fosters a positive, safe, and team-oriented workplace.
- Ensure compliance with all federal, state, and local regulations, including CDFA requirements.
- Maintain a high level of visibility and accessibility within the community and on the fairgrounds.





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## KEY RESPONSIBILITIES:

- Lead the development and execution of the organization's vision, strategy, and goals.
- Monitor progress toward organizational objectives.
- Establish and oversee operational and financial controls to ensure efficiency and fiscal strength.
- Continuously evaluate and improve operations and procedures.
- Provide timely, accurate, and complete financial and administrative reports to the Board of Directors.
- Make informed recommendations to the Board regarding operations, master planning, budgeting, revenue growth, and contracts.
- Serve as the chief spokesperson for the organization to the community, elected officials, business partners, industry associations, and media.
- Plan and oversee the annual Siskiyou Golden Fair and all interim events.
- Build strong relationships with local governments, agricultural groups, schools, nonprofits, and businesses.
- Represent the fair at conferences, industry events, and statewide association meetings.
- Ensure the district remains in compliance with applicable laws, fair industry standards, and California state guidelines.
- Develop long-term financial plans, multi-year budgeting, and capital improvement strategies.
- Oversee grants, sponsorships, fundraising, and partnership opportunities to strengthen financial sustainability.
- Manage maintenance and long-term planning for fairgrounds infrastructure and equipment.

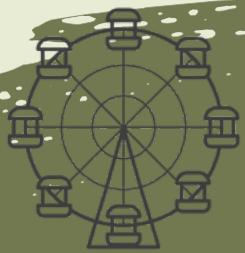


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## QUALIFICATIONS:

- General business experience, including leadership of diverse teams.
- Experience working with a Board of Directors or elected body.
- Ability to serve on local and statewide community or industry committees.
- Proven leadership skills with the ability to motivate teams toward excellence.
- Excellent written and verbal communication skills.
- Strong organizational skills and a commitment to outstanding customer service.
- Strong negotiating skills and the ability to make sound, well-reasoned decisions.
- Understanding of public governance, transparency, and stewardship of community assets.
- Proficiency in Microsoft Office programs (Word, PowerPoint, Excel, Outlook).
- Experience in financial oversight of multi-department organizations or facilities.
- Experience working in fairs, events, tourism, agriculture, or public-sector environments preferred.
- Demonstrated ability to manage complex projects and meet deadlines.



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## Desired Experience:

- Ability to work outside typical business hours, including evenings and weekends, as needed for events and operations.
- Experience with event organization, promotion, and contracting.
- Occasional travel for business development, training, or research.
- Willingness to perform additional duties as assigned by the Board of Directors.
- Ability to work in a dynamic environment with seasonal fluctuations and fast-paced periods.
- Experience with livestock, equipment, and fairground environments.
- Must be able to pass a background check required for public agency positions.
- Must maintain a valid California driver's license.





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## Primary Functions:

- Administrative & Financial Oversight
- Operations & Facility Development
- Special Projects & Safety Management
- Liaison with Local, State, and Industry Agencies
- Additional Duties as Required





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## Compensation and Benefits:

- Salary Exempt State Classification of Secretary Manager III, with a starting salary of \$8,889 per month, with advancement up to \$10,884 per month.
- CalPERS Retirement.
- Health, Dental, and Vision Insurance (employee and family).
- Annual leave, holidays, and sick leave.
- Life Insurance and deferred compensation plan.

## Application Process:

This is a confidential recruitment handled directly by the 10<sup>th</sup> District Agricultural Association Board of Directors.

Interested candidates should submit the following materials:

1. Completed State of California Employment Application (STD 678).
2. Comprehensive resume.
3. Statement of Interest & Qualifications-
  - 3a. Describe qualities beneficial as CEO.
  - 3b. Describe your understanding of CEO's role relative to Board.
  - 3c. What is the importance of the fairgrounds to its community?
  - 3d. How did you learn of this job opening?
4. Five (5) professional references.

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Additional information can be found on our website. [www.sisqfair.com](http://www.sisqfair.com).

Send all application materials to Siskiyou Golden Fair, 1712 Fairlane Rd. Yreka, CA 96097, or electronically to [info@sisqfair.com](mailto:info@sisqfair.com).

Applications will be reviewed as received, and interviews will be scheduled by the Board of Directors. Applications will be accepted on a rolling basis until the position is filled. All inquiries and submissions will remain confidential until finalists are selected.