

# OKLAHOMA STATE FAIR

## 2021 Volunteer Opportunities & Position Requirements

### Pre-Fair Attractions Setup

**Position Description:** Volunteers will assist the Director of Programs and Entertainment with the setup of The *Hands-On* Spot in the Modern Living Building. Volunteers will be taping floors, moving tables, setting chairs, hanging TV's, setting up and decorating puppet theatre, sorting metal and setting up metal sculpture area, setting up brain teasers area, setting up the jumbo chess set, etc.

**No. Volunteers:** 4 positions per shift

**Length of Shift:** 4 hours

**Dates:** Sunday, September 5 thru Tuesday, September 7

**Requirements:** Indoors, ability to be on your feet or walk for an extended period of time, get on a ladder or step stool, bend, kneel, squat, lift up to 30 lbs. Comfortable and flexible clothing and tennis shoes are highly suggested.

### Pre-Fair Hospitality

**Position Description:** OSF Volunteers also provide hospitality services to the vendors/exhibitors while they set up and prepare for the Fair. During the days just prior to the Fair, volunteers take snacks and drinks out on golf carts to provide a little boost for the exhibitors.

**No. Volunteers:** 4 positions per shift

**Length of Shift:** 4 hours

**Dates:** September 13, 14, 15

**Requirements:** Friendly, outgoing, helpful & hospitable; ability to lift ice and beverages; ability to drive a golf cart (or work with someone who can); and the ability to work outdoors in all types of weather.

### State Fair AgriBusiness/Skillathons

**Position Description:** Volunteers will help with handing out check-in packets to exhibitors, signing out armbands and parking passes to Ag teachers. Assisting in monitoring contests using the information provided.

**No. Volunteers:** Varies

**Length of Shift:** 4 to 5 hours

**Dates:** September 16 thru 26; Skillathons - September 17 & 24

**Requirements:** Indoor building, possibly on your feet and a fast pace is needed at busy times; ability to stand for extended periods and/or walk in the deep arena dirt; friendly, helpful, courteous, polite and hospitable; and dress code requires comfortable, closed toed (i.e. no sandals); long shorts or pants, modest top, blouse, or short sleeved, plain t-shirt in this area.

### Special Admissions Greeter

**Position Description:** Special Admission Volunteers assist with registration, directions, and information for the Oklahoma State Fair Special Admission Program. This program is designed to provide a means for groups who have special social, economic or physical needs to attend the Oklahoma State Fair. The program allows vehicles of the special needs groups to pull up to a convenient, accessible Gate to unload/load passengers. Examples of groups: Nursing homes, retirement centers, special needs homes.

**No. Volunteers:** Varies

**Length of Shift:** 4 hours

**Dates:** September 22 thru 23

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**Requirements:** Ability to do a significant amount of walking; and willingness to work outdoors in all types of weather.

### State Fair Academy Greeter

**Position Description:** Do you remember how exciting it was to go to the Fair when you were a kid? Help the OSF bring that experience back for our school kids today. School Field Trip Volunteers assist with registration, directions, information, lunch, and educational components of the Fair for school kids, grades 3 - 5.

**No. Volunteers:** Varies

**Length of Shift:** 4 hours

**Dates:** September 21 thru 24

**Requirements:** Ability to do a short distance walking several times a day; and willingness to work outdoors in all types of weather

### Vendor Hospitality - Break Place

**Position Description:** As representatives of the State Fair, hospitality volunteers serve as hosts to the hundreds of vendors/exhibitors. They serve drinks and refreshments, and maintain the two (2) vendor break place rooms. This is a good position for friendly folks with good customer service skills.

**No. Volunteers:** Five (5) to six (6) per shift

**Length of Shift:** 3.5 to 4.5 hours

**Dates:** September 16 thru 26

**Requirements:** Friendly, helpful, courteous, polite, and hospitable; ability to work as a team to prepare coffee, iced drinks and snacks quickly and in large numbers; light cleaning, vacuuming and washing utensils; and may require lifting bags of ice and standing for extended periods. This position is indoors.

### Guest Services - InFAIRmation Booths

**Position Description:** Guest services volunteers are the “face” of the State Fair to many of the almost one million fairgoers each year. Manning the four (4) InFAIRmation Booths, providing information, direction and assistance to our patrons. Outgoing volunteers, with good customer service skills who enjoy finding answers to questions and talking with hundreds of people will enjoy this position.

**No. Volunteers:** Eight (8) positions per shift

**Length of Shift:** 4 hours

**Dates:** September 16 thru 26

**Requirements:** Outgoing, friendly and service oriented; helpful, courteous, polite, and hospitable; ability to answer guests' questions using the materials provided; and some basic knowledge of the Fair is mandatory and training is provided. This position is located in an air conditioned portable building out of the direct elements of the weather, there are chairs provided for volunteers.

### Volunteer Headquarters

**Position Description:** Headquarters (HQ) is the heart and soul of the volunteer program. All volunteer activities are driven through HQ: guest services call for directions and answers; hospitality lounges are stocked and serviced; all volunteers check-in and out here; etc. As the “traffic control coordinator” for the daily activities during the Fair.

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There are two (2) different HQ jobs: delivering ice & supplies, driving volunteers, running errands, etc.; and checking volunteers in, managing the schedule, managing phone and radio calls, organizing deliveries, etc.

**No. Volunteers:** Two (2) positions per shift

**Length of Shift:** 4.5 to 5 hours

**Dates:** September 16 thru 26

**Requirements:** Must have at least three (3) years previous volunteer experience at the Fair; organized, friendly, helpful & courteous; ability to lift bags of ice and boxes of visitor guides; ability to drive a golf cart safely; and willingness to go outdoors in all types of weather.

### Creation Station

**Position Description:** For those volunteers who like to help kids find their creative side, this is a great position. Volunteers assist in arts & crafts station where young kids create a souvenir work of art. No creative ability required.

**No. Volunteers:** Two (2) positions per shift

**Length of Shift:** 4 hours

**Dates:** September 16 thru 26

**Requirements:** Enjoy helping young children with arts/crafts type projects. This position is indoors, the position can require standing and moving around the room while assisting young children create art.

### State Fair Horse Shows

**Position Description:** Volunteers assist the Horse Show manager as needed with a variety of duties including helping in the paddock, handing out ribbons, helping with the gate during the events, running score sheets to and from the judges, and various horse show office duties.

**No. Volunteers:** Varies

**Length of Shift:** 4 hours

**Dates:** September 16 thru 26

**Requirements:** Must have general knowledge of horses and ability to stay safe around them; ability to stand for extended periods and/or walk in the deep arena dirt; some lifting of props may be necessary; friendly, helpful, courteous, polite and hospitable; and dress code requires comfortable, closed toed (i.e. no sandals); long shorts or pants, modest top, blouse, or short sleeved, plain t-shirt in this area.