



2024 OKLAHOMA STATE FAIR

VOLUNTEER

POSITION

REQUIREMENTS



Pre-Fair Positions

September 1 - 11, 2024

Shifts are 4 hours unless otherwise noted

Pre - Fair Volunteer Set Up

Duties: Volunteers will help set up and clean Vendor Break Rooms, InFAIRmation Booths, and Headquarters for the Fair.

No. Volunteers: 4 positions per shift

Requirements: Ability to lift and move heavy objects. Willingness to work outdoors. Comfortable and flexible clothing and tennis shoes are highly suggested.

Location: Various areas on the Fairgrounds

Pre - Fair Snack Sorting

Duties: Volunteers will help sort snacks for the Hospitality Break Rooms.

No. Volunteers: 4 positions per shift

Requirements: Ability to lift and move heavy objects. Comfortable and flexible clothing and tennis shoes are highly suggested.

Location: Arts Annex

Pre - Fair Hospitality

Duties: Volunteers will deliver snacks and drinks to the vendors/exhibitors while they set up and prepare for the Fair.

No. Volunteers: 4 positions per shift

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

Location: Various vendor areas

Pre-Fair Positions

September 1 - 11, 2024

Shifts are 4 hours unless otherwise noted

Pre-Fair Attractions Set Up

Duties: Volunteers will assist 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: 3 positions per shift

Requirements: Ability to stand and/or walk for an extended period of time and 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.

Location: Modern Living Building

Pre-Fair Flower Power Prep

Duties: Volunteers will prepare supplies needed for the Flower Power adult make-it, take-it activity in The Hands-On Spot. Duties include the following: Snipping artificial flowers apart with wire cutters. Removing grease pen ink from coffee cups. Measuring and cutting pool noodles into pre-determined lengths. Hot gluing pool noodles into cups. Sorting floral by color into bins.

No. Volunteers: 4 positions per shift

Requirements: Ability to lift over 25 lbs, sit for long periods of time, use heavy duty wire cutters for long periods of time and use hot glue gun.

Location: Arts Annex – HQ Headquarters Room (Will check-in at Administration Bldg. and then walk over to the Arts Annex.)

Other Misc. Pre-Fair Shifts

Duties: There are many misc. tasks that pop up that we ask volunteers to assist with. This can be anything from stuffing bags, counting ribbons, shirt rolling, sorting credentials, and other office tasks.

No. Volunteers: 2 - 4 positions per shift

Requirements: Ability to lift over 25 lbs, sit for long periods of time. Counting and sorting in a quick but efficient manner.

Location: Various areas on the Fairgrounds

Customer Service Positions

September 12 - 22, 2024

Shifts are 4 hours unless otherwise noted

Vendor Hospitality Break Room

Duties: Hospitality volunteers serve as hosts to hundreds of vendors/exhibitors. They serve drinks and refreshments and maintain vendor hospitality rooms.

No. Volunteers: 3 – 4 positions per shift

Requirements: Friendly, helpful, and hospitable. Ability to work as a team to prepare coffee, drinks, & snacks quickly. Light cleaning, vacuuming and washing utensils. May require lifting bags of ice and standing for extended periods.

Location: Bennet Event Center & Pavilion

InFAIRmation Booth

Duties: Volunteers will provide information, direction, and assistance to our patrons.

No. Volunteers: 2 positions per shift, per location

Requirements:

Outgoing volunteers with good customer service skills who enjoy finding answers to questions and talking with hundreds of people will enjoy this position. Ability to answer guest questions using the materials provided, and some basic knowledge of the Fair. Must have a friendly and service-oriented attitude.

Location: Air-conditioned portable building at various areas of the Fairgrounds

Volunteer Headquarters

Duties: All volunteer activities are driven through HQ. Volunteers in HQ will check in each volunteer for their shift, assist in preparing Info Booths and Break Rooms for the day, and field questions throughout the day.

No. Volunteers: 2

Requirements: Must have at least 2 years previous volunteer experience at the Fair. Must be organized, friendly, and helpful. Must be able to lift bags of ice and boxes, drive a golf cart safely, and willingness to go outdoors in all types of weather. The Special Programs and Events Manager determines who is eligible to work in HQ.

Location: Arts Annex

AgriBusiness Positions

September 12 - 22, 2024

Shifts are 4 hours unless otherwise noted

Horse Show Office

Duties: 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 per day

Hours: These shifts may be scheduled for longer than 4 hours

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

Equine Empowerment Horse Show

Duties: Volunteers assist the Horse Show manager as needed with a variety of duties including providing directional help and assisting show participants who have varying degrees of disabilities.

No. Volunteers: Varies per day

Hours: These shifts may be scheduled for longer than 4 hours

Requirements: Must have general knowledge of horses and ability to stay safe around them. Must be able to stand for extended periods and/or walk in deep arena dirt. Some lifting of props may be necessary. Must have a friendly, helpful, courteous, polite and hospitable attitude. Dress code requires comfortable, closed toed shoes (i.e. no sandals); long shorts or pants in this area.

Location: Barn 6

AgriBusiness Positions

September 12 - 22, 2024

Shifts are 4 hours unless otherwise noted

Livestock Show Office

Duties: Volunteers help with handing out livestock exhibitor check-in packets, assisting in the operation of competitions in the livestock show office and/or in the show rings, and other various tasks.

No. Volunteers: Varies per day

Requirements: Indoor building, on your feet and a fast pace is needed at busy times; ability to stand for extended periods and/or walk in deep arena dirt; friendly, helpful, & courteous. Dress code requires comfortable, closed toed shoes, long shorts or pants.

Location: Barn 1/Superbarn Show Office

Livestock Competitions & Events

Skillathons

Duties: Volunteers help score youth answers with a rubric during the contest.

No. Volunteers: 4 - 6 positions per shift, two 3-hour shifts available

Requirements: Long periods of sitting. Must be able to read, write and grade according to a rubric.

Location: Barn 1/Superbarn Show Office

Speech Contest

Duties: Volunteers will assist with staging, time keeping, announcing speakers and monitoring the holding room.

No. Volunteers: 6 - 8 positions per shift, two 3-hour shifts available

Requirements: Long periods of standing. Must be alert and follow instructions from the contest manager.

Location: Barn 1/Superbarn Show Office

Llama Yoga

Duties: Volunteers will assist with decorating and tear down of event, checking-in participants, collecting waiver signatures and handing out participant goodie bags

No. Volunteers: 1 - 2 positions, 3-hour shift

Requirements: Outdoors, ability to use step stool and lift up to 25lbs, comfortable, closed toed shoes, long shorts or pants.

Location: Barn 1/Superbarn Show Office - will transport supplies to/from Bandshell Lawn

Special Events & Attractions Positions

September 12 - 22 2024

Shifts are 4 hours unless otherwise noted

State Fair Academy Greeter

Duties: Volunteers assist with registration, directions, information, and lunch information for the schools that participate in the Academy Program.

No. Volunteers: 2 - 4 positions per shift

Hours: Shifts are scheduled for 4 hours but usually only last about 2

Requirements: Willingness to work outdoors. Must be able to stand and walk short distances.

Location: Gate 5 parking area

Special Events

Duties: Volunteers will help with set up and execution of various special events during the Fair. These Special Events include Band Day and Senior Day.

No. Volunteers: 1 – 4 positions per shift (varies by event)

Requirements: Must enjoy working with people. Will be standing for majority of time working. Some shifts require being outside for long periods of time.

Location: Modern Living and The Circle

Hands On Spot Monitoring

Duties: Volunteers will monitor the metal sculpting and floral arrangement areas making sure age restrictions are enforced and areas are continually picked up, cleaned, organized and supplies restocked.

No. Volunteers: 1 – 2 positions per shift

Requirements: Working with teens and adults in the metal sculpting and floral arrangement areas. This position is indoors and will require standing and moving around the room.

Location: Modern Living (The Hands-On Spot)

Post - Fair Positions

September 22 - 25, 2024

Shifts are 4 hours unless otherwise noted

Post-Fair Volunteer Tear Down

Duties: Volunteers will help pack up Vendor Break Rooms, InFAIRmation Booths, and Headquarters for the Fair. Will include cleaning and moving items.

No. Volunteers: 4 positions per shift

Requirements: Ability to lift and move heavy objects. Willingness to work outdoors. Comfortable and flexible clothing and tennis shoes are highly suggested.

Location: Various places on the Fairgrounds

Post-Fair Attraction Tear Down

Duties: Volunteers will assist with the tear down of The Hands-On Spot in the Modern Living Building. Volunteers will move tables and chairs, take down TV's, take down and pack up the puppet theatre, sort metal and pack up metal sculpture area, take down brain teasers area, pack up the jumbo chess set, etc.

No. Volunteers: 3 positions per shift

Requirements: Will be 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.

Location: Modern Living Building (Hands on Spot)