

The Tipton County Indiana Board of Commissioners are looking for an independent contractor/consultant to manage and oversee all operations at the Tipton County Fairgrounds and welcomes the submission of resumes at the email address below. The annual salary is Seventy-five Thousand Dollars (\$75,000.00), however, this salary does not include any benefits. The County will not withhold any taxes, provide any health insurance, retirement, nor any other benefits, and the person hired will be classified as an independent contractor/consultant, and can therefore work for other employers. At a minimum, contractor will be expected to have experience in the following areas:

- Manage all aspects of Tipton County Fairground's facilities and operations;
- Identify and schedule routine maintenance;
- Market and promote the Fairgrounds;
- Supervise staff;
- Manage small construction and remodel projects;
- Negotiate and manage contracts with vendors, event exhibitors, and campers;
- Possess basic computer skills in word processing and Excel;
- Work flexible schedule with some weekend and multi-day events such as 4-H fair, etc.;
- Prepare annual budgets and financial projections;
- Collaborate with public officials in obtaining permits and licenses;
- Interact with the public and report to the Tipton County Fairgrounds Commission;
- Prepare correspondence and make presentations to small groups;
- Attend various meetings, some in the evenings.

Please send resumes to [gsottong@omnielectricllc.com](mailto:gsottong@omnielectricllc.com) no later than June 1, 2024.