

**Superintendent Application**  
Montrose County Fair & Rodeo  
1001 North 2<sup>nd</sup> Street  
Montrose, CO 81401  
970-252-4358

<b><u>NAME:</u></b>	<b><u>PHONE #:</u></b>	
<b><u>SUPERINTENDENT POSITION APPLYING FOR:</u></b>		
<b><u>REFERENCES:</u></b>		
<b><u>NAME:</u></b>	<b><u>PHONE #:</u></b>	<b><u>YEARS KNOWN:</u></b>
1.		
2.		
3.		
<b><u>BIOGRAPHY:</u></b>		

**Superintendent Application Continued...**

**Experience:**

**Improvement suggestions for 2020:**

**Do you feel if you are appointed that there will be a conflict of interest? YES\_\_\_\_\_ NO\_\_\_\_\_**

**If so please explain:\_\_\_\_\_**

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**Disclaimer - By signing, I hereby certify that the above information, to the best of my knowledge, is correct. I understand that falsification of this information may prevent me from being appointed or lead to my dismissal if appointed.**

**Signature:**

**Date:**

# CODE OF ETHICS AND CONDUCT

## I. PREAMBLE

The participants of the Montrose County Fair & Rodeo expect those that serve as superintendent to conduct themselves in a just, accountable and ethical manner; and to be rule abiding in the day to day activities of their position. Violations of this Code may result in the removal of that superintendent from their appointed position.

## II. CORE VALUES

Attitudes, words and actions should demonstrate, support and reflect the following qualities and characteristics for the well being of the community:

### A. INTEGRITY/HONESTY

- I do not promise what I believe to be unrealistic.
- I am prepared to make unpopular decisions when my sense of the public's best interest requires it.
- I do not knowingly use false or inaccurate information to support my position or views.
- I safeguard the ability to make independent, objective, fair and impartial judgments and try to avoid financial and social relationships and transactions that may compromise or give the appearance of compromising, objectivity, independence and honesty in my work.

### B. RESPONSIBILITY/PROTECTING THE PUBLIC INTEREST

- I excuse myself from participating in decisions when me or my immediate family's financial or personal interests may be affected by my actions.
- I do not give special treatment or consideration to any individual or group beyond that available to any other individual.
- I do not seek to further personal, private interests by my service, but to serve the best interests of the Montrose County Fair & Rodeo and its participants.

### C. FAIRNESS/ACCOUNTABILITY

- I treat all persons, claims and transactions in a fair and equitable manner.
- I make decisions based on the merits of the issue.
- I work to contribute to a strong organization that exemplifies transparency and open communication.

### D. RESPECT FOR FELLOW APPOINTED SUPERINTENDENTS, FAIR BOARD MEMBERS, STAFF AND THE PUBLIC

- I work toward consensus building and gain value from diverse opinions.
- I conduct myself in a courteous and respectful manner at all times during the performance of my official duties and responsibility.
- I will not demean others' questions or comments, and will encourage full participation of all persons and groups.
- I will not use foul language.
- I will attend all meetings related to my duties to the best of my ability and come prepared to participate, as evidenced by my contribution to the discussion of the matter at hand.

### E. CONFLICT OF INTEREST AND UNDUE INFLUENCE

- I will voluntarily remove myself from the group for discussion to any issue or topic in which I have identified a conflict of interest or in which I cannot carry out my duties and responsibilities in an unbiased and objective manner.

**I have read and understand the Montrose County Code of Ethics and Conduct and agree to abide by and uphold this Code to the best of my ability at all time while serving as an appointed official of Montrose County.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Montrose County Fair and Rodeo Superintendent Requirements**

- All Superintendents will be required to submit their award needs prior to December for the following year's Fair.
- Superintendents will be required to raise sponsorship dollars towards award expenses in their respective division, each Fair year. Sponsorship requirements will vary dependent on the award expense of each division. These monies will be paid, and proper paperwork turned in by June 30<sup>th</sup> of that Fair year.
- Superintendents will be required to attend any, and all meetings, weigh-ins, or gatherings for their respective species and/or division.
- Superintendents will be required to assist judge/judges during their respective shows, either in show ring, as scribe, or at show, depending on their specific division.
- Superintendents will be required to assist in entries, class sorting and placement, weigh-in, photos, set-ups and participant assistance during their respective shows at Fair.
- Superintendents will be required to submit class changes/omissions, as well as rule change suggestions to Fair Board by required date of rule submissions.
- Superintendents will be required to be present and assist with, Load out/check out of entries for their respective divisions, at the end of Fair.
- Superintendents will be required to communicate their division's logistical needs, with the Fairgrounds staff, a minimum of one month prior to Fair starting.

**I have read and understand the Superintendent Requirements for the Montrose County Fair and Rodeo and agree to abide by and uphold these requirements to the best of my ability at all times while serving as an appointed official of the Montrose County Fair and Rodeo.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_