



## **Outrider Ambassador & Promotions Program** *(seasonal)*

### ***2019 Position Overview***

Outriders will support event promotions including community engagement, special events, and rodeo activities to support the Greeley Stampede objectives and goals. They will also serve as event ambassadors at community networking events and assist with VIP guests during the event.

### ***Essential Job Functions***

- Represent and promote the Greeley Stampede at community networking events including Chamber Business Before Hours, Chamber Business After Hours and Young Professional events
- Support special event promotions including the Kickoff Lunch, Kickoff Concert, hosted Chamber events, trade show booths, community parades and the Big Buckle Ball
- Support sponsor promotions including rodeo promotions, onsite engagement, rodeo contestant bags, and rodeo day sheets
- Support event promotions including stick horse rodeos, behind the chutes tours, media day, daily parade in the park, sheep stampede, Cowboy Games, Touch-a-Truck, and Brushes & Bulls
- Support the mascot program and help coordinate appearances
- Represent the Greeley Stampede by hosting event VIPs during the event as needed
- Represent the Greeley Stampede by delivering hospitality packages as needed
- Support the marketing campaign by assisting with the distribution of marketing materials including brochures, posters and yard signs
- Support general office duties including document filing, paper shredding and mailing

### ***Minimum Qualifications***

- Currently enrolled in an accredited university or community college
- Computer skills and experience including Microsoft Office products
- Oral and written communications skills including public speaking
- Organizational and interpersonal skills
- Ability to demonstrate initiative and resourcefulness, combined with a very strong team oriented approach to work
- Ability to read, write and speak the English language fluently; ability to present verbal and written material to the general public
- Car and valid driver's license

### ***Timeline***

- Applications Accepted January 2-February 15
- Interviews mid-late February
- Orientation Friday, March 29
- Start Date Monday, April 1

### ***Work Schedule***

- The Outrider program is a partially paid internship program and are a seasonal hourly non-exempt position that is scheduled to work from April 1-July 12, 2019.
- The position will require flexible scheduling of work to accommodate peak times
  - April: 8-10 hours per month
  - May: 8-20 hours per week
  - June: 15-25 hours per week (first three weeks)
  - Event: 40+ hours per week
  - Post-event: 4-10 hours per week
- Average total internship hours: 250 hours

### ***Compensation & Benefits***

- Hourly pay rate: \$11.10
- Benefits: Event will provide western attire. No other benefits apply.

Note: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.