

FFA Livestock Superintendent Duties – North Dakota State Fair

Below are the duties of the FFA Livestock Superintendent and Assistant Livestock Superintendents for each Division. Any questions or problems that arise should be directed towards the overall FFA Livestock or FFA Assistant Livestock Superintendent, the FFA Fair Manager or FFA Assistant Fair Manager, or the FFA State Staff (in that order).

1. General Expectations
 - a. Assist other Livestock Divisions. Communicate with all superintendents about being present during the week at other shows to assist in the show ring, lining up classes or other specific show duties.
 - b. Be Courteous and Professional to members, parents, advisors, judges, helpers, and NDSF staff.
 - c. Stay calm – Step back and pause, analyze the situation, visit with the team (as needed); then react.
2. Registration
 - a. Responsible to be present and register the participants for your division. Work with the State Office and use FairEntry.
 - b. Check entry numbers, verify lots, verify FFA membership and FFA Chapter.
3. Show Order
 - a. Must be posted for participants to view. Must be neat and easily readable – utilize FairEntry
 - b. Showmanship is first in each division.
4. Showmanship
 - a. Top two showman from Class 61 will be selected and announced as Grand and Reserve Champion Showman to compete in the Round Robin on Saturday Morning at 8 a.m.
 - b. Superintendents must be present for the Round Robin on Saturday morning at 8 a.m.
 - c. Each Superintendent selects a Round Robin Judge to be present on Saturday morning at 8 a.m.
5. Results: Work with FFA Fair Managers, State Office and FairEntry
 - a. Chapter Points Information Sheet needs to be completed.
 - i. One for Classes – (reference the ND FFA Activities & Premium List)
 - ii. One for Showmanship – (reference the ND FFA Activities & Premium List)
 - b. A Chapter Herdsman award needs to be selected using the Herdsman Rubric.
 - c. Individual Herdsman needs to be selected using the Herdsman Rubric.
 - d. Grand and Reserve Champion Lot winners need to be awarded and recorded.
 - e. All results & information need to be promptly entered into FairEntry/FFA Office for final tabulations.
6. Duties During the Show
 - a. Announcer
 - i. Announce the name of the show. Welcome the audience; thank them for attending. – Do all of this throughout the show.
 - ii. Introduce and Thank the Judge – Do this throughout the show.
 - iii. Announce Classes, show person and their chapter while entering the ring.
 - iv. Announce Class winners and each show person, chapter, & ribbon placing after each class.
 - v. Call for the next class to prepare and be on deck.
 - vi. Announce where pictures will be taken.
 - b. Show Ring Help
 - i. Make sure the show ring, all gates, holding pens and the class on deck areas are covered
 - ii. Assist showman if necessary.
 - c. State Officers
 - i. They will be present to assist in handing out ribbons.
 - ii. Have a conversation with them prior to the show about the details: How, When and Where.
 - d. Pictures
 - i. A banner will be used for Class and Overall Winners
 - ii. State Officers will be in charge of taking pictures and the banner. If they are not available, please designate someone to do this.