



Show Organising Committee Volunteer Guide

VICE-PRESIDENT/S ~ How This Role Fits

These roles help support the President and keep the Show's leadership running smoothly — now and into the future.

Both Vice-Presidents work closely with the President, help with decision-making, and provide support to other Committee members as needed. They play an important part in making sure planning stays on track and that there's always continuity in leadership.

The First Vice-President is the President's main support person and steps in when required. This role offers a great overview of how the Show comes together and is designed to help someone gradually build the experience and confidence needed to step into the President's role in the future.

The Second Vice-President supports both the President and First Vice-President, learning the ropes and helping where needed. It's an ideal role for someone who wants to grow into leadership over time, with a clear pathway to future roles.

Both Vice-Presidents may also choose to take on a portfolio if they'd like to focus on a particular area of the Show.

By sharing the load and learning together, these roles help ensure the Show remains well-led, well-supported, and set up for long-term success in our community.

What to expect timewise

The time commitment for this role varies, but generally averages a couple of hours per week, with busier periods in August and September and lighter workloads at other times of the year.

Committee meetings are held on the second Monday of each month (March–December) and usually run for up to 2.5 hours. Doing a little reading or note-taking beforehand helps meetings run smoothly.

In the week leading up to the Show, it's all hands on deck, with Committee members and casual volunteers working together on a range of tasks to make sure everything is ready for Show Day.

This role would suit someone who...

- Is comfortable using Word, Excel and email
- Feels confident supporting leadership, contributing to decisions and helping solve problems
- Enjoys working collaboratively with others and supporting Committee members in their roles
- Has an interest in the local community and helping the Show continue to grow and thrive