

Job Opportunity: Fife Show Organiser

Location: Fife, Scotland

Type: Part-time, flexible hours averaging 25 - 30 hours/week seasonally over the year

Salary: Competitive, based on experience

Application Deadline: 24th October

Email for more information and submit CV's to: fifeshowjobs@gmail.com

Are you passionate about agriculture, events and the local community?

The Fife Agricultural Association is seeking a highly organised, enthusiastic, and proactive individual to take on the role of **Fife Show Organiser** to be the driving force behind one of Scotland's most admired and longest-running agricultural shows.

About the Role

As the Show Organiser, you will be responsible for the planning, coordination, and delivery of the Fife Show – a large-scale annual event celebrating farming, rural life, and community. You'll work closely with the Show Committee, exhibitors, sponsors, suppliers, and local authorities to ensure the successful execution of the event.

Key Responsibilities

- Lead the planning and logistics for the Fife Show
- Manage budgets, VAT returns, bookings, licences, and insurance
- Coordinate with exhibitors, trade stands, sponsors, and volunteers
- Liaise with local authorities, emergency services, and contractors
- Promote the show through traditional and digital marketing channels
- Maintain excellent communication with the committee and stakeholders
- Ensure health & safety and compliance standards are met
- Attend regular committee meetings and produce planning updates
- Oversee event setup, operation, and post-show evaluation
- HR responsibilities for one part time member within the Fife show team

Skills & Experience Required

- Background in event management or project coordination
- Excellent communication, negotiation, and organisational skills
- Ability to manage multiple tasks and work to tight deadlines
- Knowledge of agricultural shows or rural events (desirable but not essential)
- Comfortable working with budgets, administrative systems and social media
- A flexible and proactive approach – some evening and weekend work required
- Driving licence and own transport required

What We Offer

- Appropriate training as necessary
- The chance to be a part an historic and highly respected event in the heart of Fife
- Flexible working hours with a blend of remote and on-site work
- Existing and on-going part-time support of our organiser's assistant
- A supportive committee and vibrant community network
- Opportunity to make a visible impact and be part of a great tradition

