

General Manager Position - Caldwell Night Rodeo

About Caldwell Night Rodeo:

Caldwell Night Rodeo is a celebrated event in rodeo excellence, marking its 100th anniversary in 2024. Each year, we welcome over 50,000 fans over five exhilarating nights. Our rodeo showcases a premier lineup of professional cowboys, cowgirls, and exceptional animal athletes, guaranteeing an unmatched display of rodeo skill. Our accolades are numerous; we have been recognized as Canyon County's #1 Large Outdoor Family Event, claimed a spot among the Top 10 Rodeos in the U.S. according to Real Time Cowboy Magazine, and the American Cowboy Magazine listed us as one of the 101 Best Events in the West. Additionally, the PRCA has nominated Caldwell Night Rodeo multiple times as the Top Large Outdoor Rodeo in the country.

Our mission is to be recognized as one of the premier rodeos in the United States, focused on preserving and promoting the Western heritage for future generations. We aim to entertain families, partner with the community and local charities, support youth and nonprofit organizations, and maintain year-round community involvement. To further this mission, we raise thousands of dollars annually for local causes.

As we approach the next 100 years, we are embarking on an exciting capital campaign to fund a significant facility expansion. This expansion aims to increase seating for our sold-out rodeo and allow for additional community events throughout the year.

Job Summary:

The General Manager will report to the Board of Directors and work closely with the Executive Committee of Caldwell Night Rodeo, a 501c4 organization that holds a long-term lease for the D&B Arena. This facility includes an 8,000-seat rodeo stadium, livestock pens, several outbuildings, and a rodeo office. The General Manager will oversee a team of 2-3 staff members responsible for sales, marketing, and operations at this venue.

The selected candidate will focus on building on the facility's success by attracting additional events, enhancing tourism engagement, and upgrading and maintaining the grounds to meet the standards of a world-class entertainment venue. Caldwell Night Rodeo also hosts annual fundraisers, vendor expos, and various community events throughout the year.

Caldwell Night Rodeo is looking for a candidate with a combination of the following background and experience:

Leadership: Proven success in managing a team, with demonstrated experience in mentoring, leading, and motivating staff.

Financial Management: Proficient in financial reporting and budgeting. Experience managing budgets of \$1.6 million or greater is preferred.

Executive Leadership: Experience managing board procedures and relationships, with a background in reporting to a board and/or multiple stakeholders. Preference will be given to candidates with experience in not-for-profit organizations.

Facility Management: Experience in managing and operating event facilities, particularly in rodeo production, is preferred but not required.

Sales and Marketing: Proven track record of growing a business through effective sales, promotion, and marketing strategies. Experience in marketing sponsorship opportunities is essential.

Community Engagement: Strong commitment to building and maintaining relationships with community partners. Skilled in public presentations and community relations.

Commitment to Western Lifestyle: The successful candidate will have a strong dedication to preserving the Western way of life. Direct experience in rodeo production or agriculture is preferred.

Other Responsibilities: Given the small team size, the General Manager will manage operations while also engaging in day-to-day tasks, from administrative duties to grounds maintenance. A willingness to assist wherever needed is essential.

Personal Attributes: The successful candidate will be level-headed, a good problem-solver, self-motivated, personable (as the face of the organization in the community), knowledgeable about current trends in sports and entertainment marketing, and comfortable presenting ideas for improvement.

Preferred Qualifications: A bachelor's degree and/or 8+ years of experience overseeing an events venue or not-for-profit organization are preferred. Candidates meeting some, but not all qualifications, may be considered.

Application Process:

Interested candidates should email their resume, cover letter, and references to info@caldwellnightrodeo.com no later than **March 7th, 2025**. Pay DOE. Will be discussed at time of interview.