



Arizona State Fair - Event Assistant

Executive Summary: The Arizona Exposition and State Fair currently seeks a highly motivated and detail-oriented professional to fulfill the role of Event Assistant within the Events Department for the 2026 Arizona State Fair. Under the supervision of established Event Coordinators, the successful candidate will facilitate large-scale event planning and comprehensive entertainment logistics for Arizona's premier annual engagement. This temporary appointment, effective from Sep 1, 2026 through Nov 1, 2026, provides an intensive professional development opportunity in operational execution and live event management.

What You'll Learn:

- Event planning and execution from start to finish
- Entertainment and stage management logistics
- Behind-the-scenes operations and department-specific insights at the Arizona State Fair
- Cross-departmental collaboration and professional networking
- Problem-solving in live event environments

What You'll Do

- Provide on-site support to the Events Team during the fair with tasks as assigned
- Foster strong working relationships with internal partners, performers and entertainment staff
- Prepare entertainer areas daily (ex. Stages, water stations, storage rooms, updated signage, cleanliness)
- Assist load in and out at all stages as needed
- Assist the preparation of After-Action Reports for the events department
- Facilitate logistics during the Grandstand series (Rodeos, Monster Trucks, Figure 8 Races)

Qualifications:

- Must have open availability Thursday-Sundays during the Fair's operational period of October 1 - November 1
- Maintain a valid driver's license
- Ability to work effectively outdoors for extended periods, subject to various weather conditions, including high temperatures and direct sunlight
- High level of professionalism and motivation to be on time and meet deadlines
- Understanding of Google Suite, including but not limited to Docs, Sheets, and Slides
- Customer service skills are necessary for interactions with guests, performers, and entertainers
- Understanding of the events industry and an eagerness to gain hands-on experience
- Ambitious, positive attitude, and a desire to build a career in the event industry
- Ability to ask intuitive questions and complete projects independently
- Excellent organizational skills and attention to detail
- Must be able to sit for extended periods of time in front of a computer and must have excellent communication skills (i.e., communicate clearly and effectively in both written and spoken English). Must be able to stand for extended periods of time, which could include walking the fairgrounds several times a day. Must be able to lift up to 20 pounds. Managing events and interacting with guests requires standing, walking, kneeling, stooping, bending, and crawling as well as carrying and/or lifting materials.

Interested applicants should submit an initial application using the link down below:

[2026 Event Assistant Application](#)

Must be 18 years of age or older and maintain a valid driver's license.



Equal Employment Opportunity (EEO) and Reasonable Accommodation Employer (RAE)