

STA Events Coordinator

Searches websites of Sanpete Valley businesses, schools, and cities, etc. to find upcoming events in the area

Maintains a yearly calendar with major STA, City, public schools, Snow College, and County-wide events

Shares calendar events (e.g. SC Homecoming, high school proms, city, and county events) with Board so that Board can determine which events would be helpful to use or promote the Co-op

Sends events chosen to the web master to place on the STA Calendar of Events

Arranges for Co-op signage, open-houses, or other types of opportunity-producing activities to correspond with special area events

Reminds Chairs of Co-op-sponsored events about sending out timely letters to vendors, scheduling events in the building, or other activities needed in order to have events run smoothly