Anita Darnell, Mayor
Andy Green, Mayor Pro-Tempore
Tracy Wall, Council Member
Regina Adkins, Council Member
Michael Tilley, Council Member
Scott Darnell, Council Member

JONESVILLE
NORTH CAROLINA

James Freeman, Town Attorney
Wendy Thompson, Town Manager
Tiffany Hall-Long, Town Clerk

The Town of Jonesville is seeking a qualified independent contractor or consultant to step into the role of Festival Director to plan, manage, and execute the upcoming events. Specifically, we are looking for someone to handle the oversight of the following three events:

1. Bigfoot at the Bluffs taking place on March 20, 2027 – inaugural event taking place at Double Bluff Recreation Area.

2. Trail Days taking place June 3-6, 2027 – multiple events throughout the weekend held from Sgt. Gregory Martin Park along the Jonesville Greenway to and including Double Bluff Recreation Area.

3. Slice of the Valley Country Ham Festival taking place November 6, 2027 – second annual festival held at Lila Swaim Park.

Please see event information at www.visitjonesvillenc.com and past events listed on Facebook at Town of Jonesville and Discover Jonesville for more information.

As a contract/consultant role, your responsibilities will focus on the end-to-end execution of the above listed festivals including the following:

1. Work closely with the Tourism Board, staff and current volunteers.
2. Coordinating venue setup, vendors, staging, and audio/visual needs.
3. Managing the event timeline, staff/volunteers, and troubleshooting on the day of the event.
4. Ensuring all necessary local permits, safety protocols, and insurance are in place.

Submission Requirements:

If you are interested in being considered for this contract, please reply with a brief letter or email containing:

1. A short summary or resume highlighting your past event management experience.
2. Your proposed hourly rate ($/hour) for pre-event planning and on-site event execution.
3. An estimate of the weekly or total hours you anticipate needing to successfully execute an event of this scale.

Please submit your rate sheet and experience via email to wthompson@townofjonesvillenc.com no later than November 27, 2026.

If you have any questions regarding the scope or the event details, feel free to email them directly to me. We look forward to hearing from you.