



## Position Description – Dressage Victoria Riders’ Representative

The Riders’ Representative will be actively involved in the sport as a competitive rider, preferably with experience competing in dressage.

### Terms of Office

- The Riders’ Representative will be elected for a term of 2 years commencing from the Victoria State Dressage Championships (Dressage Festival) each year.
- Due to COVID restrictions there will be no riders meeting at the Victoria Dressage Festival 2021. The election of the Riders Rep will be held by electronic voting prior to the Victoria Dressage Festival.
- The maximum term to be served consecutively by a Riders’ Representative is 4 years at which time they must resign and a new Riders’ Representative be elected.
- In the event that the Riders’ Representative is absent e.g. overseas for an extended period in excess of 2 months, Dressage Victoria will appoint an interim Riders’ Representative.

### Nominations

- The position will be advertised on the Equestrian Victoria website and the Dressage Victoria Facebook page.
- Nominations will close 5:00pm 10<sup>th</sup> November 2021.

### Specific Functions and Responsibilities

The Riders’ Representative is generally responsible for:

- Arranging a Riders’ Forum in conjunction with the Dressage Festival each year. Additional Riders’ Forums may be held in conjunction with other major events as and when required.
- Arranging for minutes of each Riders’ Forum meeting to be taken and such minutes to be forwarded to the State Office to be distributed to Dressage Victoria members within 14 days of the meeting.
- Liaise with riders to canvas their views in relation to Dressage rider issues and reporting back to Dressage Victoria.
- The Riders Representative is a co-opted position to Dressage Victoria, as such the Riders Representative is required to attend a minimum of two meetings a year, and provide a written report as required.
- Attend competitions and squad training days where possible.
- Maintain and update a neutral and informative Dressage Victoria Riders’ Representative Facebook page, keeping updated on current issues including posting summary of business of Dressage Victoria meetings and if available summary of business of the Equestrian Australia Dressage Committee meetings.

### EA Code of Ethics and Good Conduct

All EA members (including the Riders’ Representative) will abide by the Equestrian Australia Code of Conduct.

In addition, the Riders’ Representative shall:

- Respect the confidentiality of Dressage Victoria and their meetings.



- Make every reasonable effort to ensure that they do not raise community or stakeholder expectations that cannot be fulfilled.
- Treat all staff employed by Equestrian Victoria, volunteers and officials with respect.
- Carry out meetings in such a manner as to ensure fair and full participation of all Dressage riders