

Role Description:

Role Title:	British Showjumping Level 2 Steward (National)
Reporting to:	British Showjumping Officials Coordinator
Responsible to:	British Showjumping Chief Executive
Liaising with:	British Showjumping Members, Officials, Show Organisers & Secretaries and others

Role Purpose:

The Steward will represent British Showjumping at affiliated competitions as directed by, or agreed with, the Officials Co-ordinator. When in attendance, the Steward will ensure that the welfare of the horse is paramount and is never subordinated to competitive or commercial influences. The steward will ensure that the competition is run in accordance with the relevant Rules prescribed by British Showjumping and encourage good practice, also ensuring that Equine welfare in the Stables and anywhere on the show ground complies with the British Showjumping Code of conduct – Welfare of the Horse, whilst aiming to create a safe, fair and welcoming environment at Showjumping competitions.

The L2 Steward will act as the Disciplinary Steward at the show and in conjunction with the COJ or OJ as the arbiter in any matters of dispute within the rule of the association. Any matters that cannot be resolved should be reported back to the Officials Coordinator.

Whilst acting in this capacity, the Steward will be expected to provide a primary point of contact for British Showjumping Members, dealing with enquiries as required, whilst aiming to create a safe, fair and welcoming environment at Showjumping competitions.

Following attendance at Competition, the Steward will be required to provide a report to the Officials Co-ordinator and will be encouraged to contribute to the running and development of the sport when appropriate.

Key Tasks:

- To ensure equine welfare is paramount and is never subordinated to competitive or commercial influences.
- To ensure rules are upheld throughout the competition venue and ensure fair competition.
- To observe and regulate the conduct of members.
- Deal with objections and discipline matters.
- To monitor safety and to encourage good practice in all respects.
- In instances of breaches of the rules to ensure it is fully investigated and appropriate disciplinary procedures are undertaken
- To provide a primary point of contact from British Showjumping for members at competitions to answer queries, provide information and encourage participation.
- To be a pro-active communication channel for British Showjumping to its members
- As the British Showjumping Representative at the event, be prepared to assist in managing in any unexpected or unforeseen situation.
- Liaise with judges and course designers to ensure the smooth running of the competition.
- Liaise closely with the organizer during the competition and ensure that their contribution is recognized.
- To submit written reports following attendance at affiliated shows.
- To attend affiliated competitions (circa 2 per month)

Person Specification

Criteria	Essential	Desirable
Experience	<p>Sound Equine Knowledge</p> <p>Experience of handling challenging situations.</p> <p>Ability to manage relationships with tact and diplomacy.</p>	<p>Experience of upholding rules and carrying out disciplinary proceedings.</p> <p>Experience in mediation and negotiating successful outcomes.</p>
Skills and abilities	<p>Excellent communication and interpersonal skills and the ability to develop good working relationships with people at all levels.</p> <p>Ability to work flexibly, on own initiative and as part of a team</p> <p>Ability to undertake duties in a professional manner.</p> <p>Ability to follow written procedures accurately.</p> <p>Exceptional attention to detail.</p>	
Other	<p>Knowledge of British Showjumping rules.</p> <p>Enthusiastic with a keen interest for the sport.</p> <p>Be committed to British Showjumping's aims and ambitions.</p> <p>Willingness to undertake duties outside of normal working hours including evenings and weekends.</p> <p>Willingness to undertake training and development as required.</p> <p>Full driving licence and use of vehicle.</p> <p>Basic IT skills including the use of email.</p>	<p>Experience of working in a similar capacity in sport. Currently active as an Official or participant in Equestrian sport.</p> <p>Demonstrates high moral and ethical values, without any conflict of interest.</p>



Level 2 Steward (National)

Further Information :

Please note a declaration of interest relating to the operation of British Showjumping and the individual's involvement therein, will be required.

Stewards will assigned to a designated British Showjumping Region, however, on occasion and with their prior agreement, they may be asked to Steward in other regions of the country.

The role is Voluntary. Expenses directly related to the execution of the role will be paid in accordance with British Showjumping's current Expenses Policy. (Available on request).

To discuss any aspect of this matter, please contact:

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