

DRESSAGE NZ | AREA DELEGATE RESPONSIBILITIES



Preamble:

Dressage NZ Area Delegates are appointed annually by a properly constituted Annual General Meeting of each ESNZ Area. Area Delegates are a very important channel of information sharing between the Area Groups / National Committee/ Sport Manager & Board Area Delegates are by definition a member of the Dressage NZ national committee and as such have a double edged responsibility. They have to both represent the views of the members in their areas, and also assist the overall decision making process for the sport in totality. From time to time this may create some divergence between the views of the area they are representing, and the majority view. Delegates need to discuss this prospect with their areas and confirm what mandate they have in respect of their voting power once the full discussion on a topic which may be causing diverging opinions is completed. Areas need to be able to trust their delegates to represent them well, but also to make good decisions as a national committee member.

Responsible to:

1. Committee and Conference:

- 1.1 To attend committee and sub-committee meetings as designated (or appoint a substitute if necessary)
- 1.2 To form discipline policy and rules within the framework of both the Discipline Rules for Administration and ESNZ constitution.

2. Representing Area:

- 2.1 Make sure information from meetings and remits for conference are readily available for discussion at area level.
- 2.2 Represent area views on proposed policy and rule changes
- 2.3 Ensure that all dressage competitions within the delegate's area meet with ESNZ/ Dressage NZ rules. Check schedules to ensure above. Investigate and report any violation of the above that cannot be remedied at local level.
- 2.4 Promotion, implementation and recording of results as required for all national points prizes. (These conditions are forwarded to areas annually).
- 2.5 Be available to riders and judges in your area with information and advice on how to handle any problem that may occur, or refer to appropriate board member.
- 2.6 Promote dressage within the area and encourage discipline involvement by having available ESNZ Membership Forms and Horse Registration Forms.
- 2.7 Advise the Sport Manager of annual changes to area dressage group officers.

- 3. **Planning:**
 - 3.1 Furnish dates to the Sport Manager within the required time frame and in the format requested.
 - 3.2 Assist with running of national events.
- 4. **Judges**
 - 4.1 Ensure an Area Judges Officer is appointed annually and share any relevant information from national committee.
- 5. **Selections and Training**
 - 5.1 Advise selectors of any outstanding new potential horses, ponies/riders
- 6. **Publicity**
 - 6.1 Ensure a good rapport between local dressage group and media
 - 6.2 Inform Sport Manager of any stories re personalities, events, etc that could be used to enhance the profile of the discipline
- 7. **Finance and sponsorship:**
 - 7.1 Assist Sport Manager by ensuring that sponsors requirements are met at local level in respect of national sponsorships
 - 7.2 Area Balance Sheets to be forwarded to ESNZ Manager as requested.
- 8. **Rules**
 - 8.1 Discuss proposed rule changes at area level, and report back to the Rules Officer with suggestions
 - 8.2 Liaise with Rules Officer if there are any problems re rules or interpretations