

# **Committee Member**

## **Job Description**

The Committee Member is appointed by the President-Elect for a one to three-year term to actively participate in their respective periodic Committee meetings and assignments bringing recommendations and initiatives to the Board of Directors (BOD) and Executive Committee (EC).

## **Primary Duties and Responsibilities**

- In this role it is important to put personal interest behind the best interest of the NCHA.
- Solicit and bring forward recommendations and initiatives for changes or improvements to the Association relevant to the Committee mission as stated in the Rulebook.
- Communicate NCHA policy, EC meeting minutes and proceedings, procedures, programs, etc. to the general membership in their respective District.
- Assist in communicating back to the BOD at the annual meeting and to the EC as requested with their respective Committee business.
- Assist in special assignments or requests from the Committee and/or EC.
- Read, understand, and embrace the NCHA Mission Statement.

## **Job Requirements**

- Membership in the Association in good standing for a minimum of three years.
- Absence of any felony convictions on record.
- Prior to taking position, have read, understand, and continue to embrace the NCHA Rulebook and Bylaws.
- Attend all scheduled Committee meetings.
- Maintain an active and valid email address, and regularly monitor it for communications.
- Able to travel as needed, at their own expense, to attend in-person meetings.
- Good written and verbal communication and computer skills.

## **Preferred Qualifications**

- Five years of active membership in NCHA.
- Active District (Area) Director.
- Active Open, Non-Pro, or Amateur rider, trainer, show producer, cutting horse owner, or breeder.
- Active or prior local NCHA Affiliate member, director, or officer.
- Experience or special skill set relevant to the needs of the Association and the Committee at the time of nomination.