



UNITED STATES
HUNTER JUMPER ASSOCIATION

Job Title: USHJA Show Jumping Technical Advisor
Reports To: USHJA Director of Sport
Status: Contractor

Summary

The key objectives of this position are to serve as a link between the elements of the Jumper Pathway managed by the USHJA and by the USEF, grow the capacity and expertise of the USHJA Jumper Staff, and support USHJA's efforts to grow Jumper Sport.

The USHJA Show Jumping Technical Advisor (SJTA) will coordinate with the USHJA Staff, and reports to the USHJA Director of Sport.

Duties and Responsibilities

- Educate athletes, trainers, and parents about Show Jumping Sport, USHJA Jumper programming, and how to access and navigate show jumping opportunities and the Jumper Pathway
- Educate Chefs and Technical Delegates about the Pathway
- Attend USHJA jumper competitions and provide Pathway education:
 - USHJA Regional and Zone Jumper Championships (1.0m through 1.40m)
 - USHJA Emerging Jumper Rider Clinic
 - USHJA Jumping Seat Medal Finals
 - USHJA National Championships
 - Other Jumper related events as requested
- Provide jumper sport technical assistance to USHJA Staff
- In coordination with USHJA Staff provide technical assistance and expertise for the refinement and development of the USHJA jumper programs
- In coordination with USHJA Staff, educate Chef's on the responsibilities of the Chef de Equipe role
- In coordination with the USHJA staff support the link between the USHJA and USEF in support of Jumper Pathway
- Serve as a USHJA Jumper Technical Delegate for USHJA jumper programs
- Promote and demonstrate a culture of excellence, teamwork and service

Competencies: To perform this job successfully, the SJTA must demonstrate the following competencies

Planning/Organizing

Prioritize and plan work activities in a fast-paced environment; follow policies and procedures; complete tasks correctly and on time; and organize and/or schedule meetings and related project timelines to facilitate program needs.

Professionalism

Approach others in a professional manner; react well under pressure; treat others with respect and consideration regardless of their status or position; accept responsibility for own actions; and follow through on commitments and maintain confidentiality.

Communication

Be an effective listener; speak clearly and persuasively in positive or negative situations; respond well to questions; possess group presentation skills; participate in meetings. Write clearly and informatively; vary writing style to meet needs; and present numerical data effectively.

Quality

Demonstrate accuracy and thoroughness; look for ways to improve and promote quality; and monitor own work to ensure quality.

Adaptability/Flexibility

Adapt to changes in the work environment; manage competing demands; change approach or method to best fit the situation; and be able to deal with frequent change, delays, or unexpected events.

Teamwork

Balance team and individual responsibilities; give and welcome feedback; and support everyone's efforts to succeed.

Organizational Support

Represent and support USHJA initiatives in a positive manner and promote USHJA and USHJA programs; and support and follow managements' directions.

Qualifications and Skills: To perform this job successfully the SJTA must possess following:

- Strong jumper discipline and industry knowledge through participation as a competitor and trainer at the national and international levels
- Must have strong planning, leadership and mentoring skills
- Experienced in managing competing priorities
- Demonstrated skill in proactively engaging and developing relationships with diverse groups of individuals
- Possesses excellent judgment and creative problem-solving skills, including negotiation and conflict resolution
- Possesses strong written, oral, interpersonal skills
- Is passionate about the USHJA
- Possesses computer skills.

Other Requirements

- Travel will be required either by air and/or automobile. Overnight stays and weekends will be required, as well as after hours and weekend work for special projects and events.