

USHJA POLICY STATEMENT

Subject: Secretary Committee Charter

Policy Number: COM143

Date of Board Adoption: December 9, 2025

Board Approved Effective Date: December 9, 2025

Secretary Committee

The **Secretary Committee** is a Standing Sport Committee that reports to the Board of Directors. *The mission of the USHJA Secretary Committee is to facilitate constructive communication regarding the day-to-day issues encountered by Secretaries and to provide clear, consistent communication to help improve the overall member experience.* The Committee shall include Senior Active members, who are appointed by the President. Members shall serve four-year terms.

The work of the Secretary Committee supports the USHJA mission, which is to serve our members through educational programs, awards and recognition, communication and rules.

The Committee's goals are to:

- Clearly and effectively communicate with Hunter/Jumper competitors
- Develop materials for competitors
- Collaborate with USEF to help facilitate changes

The purpose of the Secretary Committee is to enhance communication with Hunter/Jumper competitors by participating in the rule change process and developing supportive materials.

Responsibilities:

- Actively participate in the rule change proposal process
- Represent secretaries across all licensed competitions
- Uphold the highest standards of integrity regarding welfare, rules and the sport