

## **USHJA POLICY STATEMENT**

**Subject: Officer and Director Job Descriptions**

**Policy Number: BOD103**

**Date of Board Adoption: July 14, 2025**

**Board Approved Effective Date: July 14, 2025**

### **USHJA Board Approved Criteria**

#### **USHJA Presidential Candidate - Required**

- Must be a USHJA Senior Active Member in good standing.
- Must be a current member of the USHJA Board of Directors or have served on the USHJA Board of Directors within the 3-year period preceding the Annual Meeting when the President-Elect takes office.
- Must be eligible to serve in accordance with term limits.
- Must agree to accept the responsibilities of the position if elected.
- Must have an appreciation of the dynamics and diversity of the sport nationally.
- Must have an appreciation of international sport.
- Must have respect from others and show respect to others.
- Must be able to travel on USHJA business approximately sixty (60) days per year.

**Presidential Qualities & Abilities - In addition to the requirements above, the ideal candidate would possess some or all of the following qualities and abilities.** \*Service in equestrian organizational governance is preferred and service as a Director or Officer of the USHJA for at least two out of the previous four years shall be given priority in the selection of candidates.

- Thoroughly familiar with the USHJA and its policies and procedures.
- High personal and professional integrity.
- Exceptionally good ability and judgment.
- High level of experience and capability in Board oversight responsibilities including finance, marketing, fundraising, audit, management, communications and sport.
- Ability to clearly communicate and ability to inspire.
- Passion for the sport and ability to inspire and motivate others to that passion.
- Appreciation of the relationship with the USEF and its other Recognized Breed and Discipline Affiliates organizations.
- Credibility nationally.
- Consensus builder.
- Strategic thinker.
- Understanding the necessity of continued growth and inclusion of others into our sport.

### **USHJA Vice Presidential Candidate – Required**

Must be a USHJA Senior Active Member in good standing.

- Must be eligible to serve in accordance with term limits.
- Must agree to accept the responsibilities of the position if elected.
- Must have an appreciation of the dynamics and diversity of the sport nationally.
- Must have an appreciation of international sport.
- Must have respect from others and show respect to others.
- Must have previous governance experience within the USHJA - service on the USHJA Board of Directors and as a USHJA Committee member within the previous eight years.
- Must be able to travel on USHJA business approximately sixty (60) days per year.

### **Secretary/Treasurer and At-Large Directors - Required**

- Must be a USHJA Senior Active Member in good standing.
- Must be eligible to serve in accordance with term limits.
- Must agree to accept the responsibilities of the position if elected.
- Must have an appreciation of the dynamics and diversity of the sport nationally.
- Must have respect from others and show respect to others.

**Vice President, Secretary/Treasurer, and At-Large Directors - In addition to the requirements for each office above, the ideal candidate would possess some or all of the following qualities and abilities.** \*For the office of Vice President, service in equestrian organizational governance is preferred and service as a Director or Officer of the USHJA for at least two out of the previous four years shall be given priority in the selection of candidates.

- Familiar with the USHJA and its policies and procedures.
- High personal and professional integrity.
- Exceptional ability and judgment.
- Experience and capability in Board oversight responsibilities.
- Ability to clearly communicate and ability to inspire.
- Consensus builder.
- Strategic thinker.
- Understanding the necessity of continued growth and inclusion of others into our sport.