

Vice-President

Job Description

Nominated initially for the Vice-President position from a special committee and elected annually from a membership vote to eventually serve as the President. This position becomes President and chairperson of the Board of Directors (BOD) through a three-year period from Vice-President to President-Elect to President. The Vice-President shall assist the President-Elect and President in the discharge of his or her duties and shall serve on the Executive Committee (EC).

Primary Duties and Responsibilities

- In this role it is important to put personal interest behind the best interest of the NCHA.
- Serves a one-year term as Vice-President, then one year as President-Elect, and then one year as the President. Also serves as an EC member.
- Represent the association as needed to support the President, President-Elect, and Executive Director (ED) at award ceremonies.
- Represent the association as needed to support the President, President-Elect, and ED to outside sponsors, venues, associations.
- In addition, the Vice-President shall assist the President and President-Elect in the discharge of any of their other duties.
- The Vice-President shall also become a non-voting member of the Finance Committee.
- In the event of the death, resignation, retirement, disqualification or removal from office, this position shall then be assumed for the remainder of the vacated term by the candidate with the next highest number of votes.
- Read, understand, and embrace the NCHA Mission Statement.

Job Requirements

- Membership in the Association in good standing for a minimum of seven years.
- Prior to taking nomination, have read, understand, and continue to embrace the NCHA Rulebook and Bylaws.
- Must have completed three years of continuous service as a Director of the Association on or before the date of assuming the office of Vice President or have served as a member of a Standing Committee for three continuous years within ten years of nomination.
- 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.
- Attend all scheduled BOD, EC, and association meetings.
- Attend District, Regional, and national show events.
- Maintain an active and valid email address, and regularly monitor it for communications.
- Able to travel as needed, to attend BOD, EC, and member meetings.

Preferred Qualifications

- Fifteen years of active membership in NCHA.
- Experience or special skill set relevant to the needs of the association at the time of nomination.
- Prior demonstrated leadership and governance experience as an EC member and/or Committee Chairperson.
- Active membership and/or experience with other related equine or livestock organizations or associations.

