



ESNZ Eventing Representative NEC Committee Role Description

Equestrian Sport in New Zealand (ESNZ) provides safe environments for our members and the wider equestrian community to enjoy competition and recreational equestrian pursuits at all levels of participation. The welfare and the wellbeing of both horse and human is foundational to the way we operate, and we are committed to fair play and a focus on enjoyment for all.

As an organisation our members – riders, officials, coaches, organising committees, volunteers, funders, sponsors, breeders, owners and grooms are a focus for us as we work across our Disciplines of Jumping including Show Hunter, Dressage, Eventing, Endurance including Competitive Trail Riding, and Para Equestrian. We provide pathways and opportunities for combinations to compete and win on the world stage through inspiring performances at World Championships and Olympic Games across all our Disciplines.

Our values are the basis and guide on which we operate, communicate and make decisions:

1. **Integrity** - We share and listen respectfully with open minds and honesty. We do what we say we are going to do
2. **Excellence** - We are focused on delivering all aspects of the organisation to the highest possible standard. "Be your best"
3. **Inclusive** - We will bring the community together and celebrate our diversity of opinion and thought. "Stronger together"
4. **Wellbeing of the Horse and Human** - We are focused on the wellbeing and safety of our horses and our people.

Our vision - To enrich the lives of humans and horses through equestrian pursuits.

Our purpose - Equestrian Sports New Zealand exists for the equestrian community to participate in organised, safe and inspiring recreational and competitive equestrian sport experience.

ESNZ has around 20 staff and a Wellington based head office. For more information please visit <https://www.nzequestrian.org.nz>

The ESNZ Eventing discipline board is responsible to the ESNZ National Board for the governance of the Eventing in New Zealand, including its financial sustainability, and the organisation, promotion and growth of the sport. This will be achieved by developing opportunities, programmes and facilities to enable, encourage and enhance the participation, enjoyment and performance of people and horses in the sport of Eventing in local, regional, national and international competition. Promoting the safety and welfare of all participants and horses in the sport of Eventing is paramount in all our endeavours.

ESNZ maintains two **National Equestrian Centres (NECs)** at Taupō and McLean's Island, Christchurch, on land leased from the Department of Conservation and Environment Canterbury.

The NECs have been established for the benefit of all members of ESNZ.

The National Equestrian Centre Committees consists of up to nine Committee Members made up of:

- Convenor
- Five Discipline appointees from Jumping, Dressage, Eventing, Endurance and Para
- The appointment of up to 3 further Committee Members
- From time to time the NEC Committee may co-opt members

Members work collaboratively to ensure the facility provides a safe, inclusive, and well-maintained environment for all users.

Principle purpose of the role

- Develop the NECs to enhance the experience of ESNZ members
- Uphold the vision and values of Equestrian Sports New Zealand

Primary Duties

- Formation of NEC's strategic focus in alignment with ESNZ statement of strategic intent, and the development of the NEC's annual work plan
- Establish policies and procedures to ensure effective management and use of the facility
- Develop and monitor an asset management plan and financial strategies to support that
- Develop and oversee the annual budget
- Review financial reports and ensure financial sustainability through careful monitoring and management of resources
- Seek and secure funding opportunities, including grants, sponsorships, and fundraising initiatives
- Identify potential risks associated with facility operations and develop mitigation strategies.
- Ensure that best-practice health & safety procedures are developed for the NEC users
- Foster positive relationships with ESNZ members, local organisations, and stakeholders
- Address feedback and concerns, ensuring the facility meets the needs and expectations of its users

Scope of the position

The position is for a fully accountable / voting member of the NEC committee.

Functional Relationships

- Eventing Board and Chair
- Eventing Sport Manager
- Eventing Performance Leader
- Eventing Technical Advisory Group
- NEC Committee Members
- NEC Committee Convenor

Appointment & tenure

Eventing's Representative is appointed for a term of three years from date of the AGM, with the option to stand for further term/s.

Time commitment

An estimated commitment of two days per month. This would incorporate preparation and attendance of monthly meetings, either online or in person, and liaison and reporting through to the Eventing Board.

Personal experience, abilities & skills

Experience

- Experience on a voluntary committee or board, or advisory role is preferred
- Knowledge of and experience in community sport is essential
- In depth knowledge of Eventing is essential
- Experience (commercial or non-commercial) in any of the following fields is preferred:
 - Leadership, strategic planning
 - Sponsorship management and commercialisation
 - Legal, financial and risk management
 - Communications, media, marketing and promotional experience
 - Asset management

Abilities & skills

- To see the big picture, and the implications and impact of issues in the broader sense
- To be able to balance advocating for Eventing with the greater good for all ESNZ members
- To ensure that strategies and business plans are adopted that will deliver the ESNZ and Eventing's vision and mission
- To look beyond the short-term and ensure that the committee adopts a longer-term, stewardship approach
- Understand budgeting, financial management, fundraising principles and contribute to financial decision-making processes
- To remain objective and measured under pressure
- To participate actively, respecting and valuing the contributions of others
- Strong problem-solving skills
- Respect for confidentiality and sensitivity in handling committee matters and community interactions
- To work collaboratively contributing to highly effective committee dynamics
- Willingness to commit time and effort to attend meetings, participate in activities, and fulfil responsibilities