

Region 17 Youth Director and Coordinator Terms of Reference

Date: October 2009

Title	Title
<p>The Youth Director of Region 17 is the representative of Youth at the Region 17 and AHA Board of Directors meetings</p> <ul style="list-style-type: none"> • The Youth Director position is a 2 year term to represent the Youth of R-17 at the R-17 and AHYA Board of Director Meetings as well as the Youth R-17 representative to AHA Youth Nationals and the AHYA Convention. The Youth Director may serve 2 successive terms (4 years in total) 	<p>The Regional Youth Coordinator of Region 17 is the adult responsible for assisting the Regional Youth Director to plan/coordinate youth activities and to support youth in Region 17.</p> <ul style="list-style-type: none"> • Works with the Regional Director to develop a process to secure a Regional Youth Director at the end of the present Youth Director's two year term. • ?suggest this is a role for the Vice Director?
Role Description	Role Description
<ul style="list-style-type: none"> • The Youth director shall: <ul style="list-style-type: none"> ○ run a Youth Regional meeting at the R-17 Championship show each year ○ Set an agenda, ○ chair the meeting, ○ spearhead the planning of a fun activity for youth and ○ organize a youth celebration • submit a budget to the Region 17 Delegates Fall Meeting. This budget should outline anticipated costs for attendance at AHYA required meetings for the following year • Manage the Youth Budget as outlined in the R 17 Budgeting process • Plan fundraising activities for R 17, i.e. annual Youth Silent Auction held at the Regional Championship. • Select and purchase appropriate hand outs for Youth attending the Regional Show 	<ul style="list-style-type: none"> • Assist Youth Director in running a Youth Regional Meeting at the R-17 Championship Show each year, including <ul style="list-style-type: none"> ○ co-writing an agenda, ○ attending the meeting, ○ co-planning a fun activity for the youth and ○ organizing a youth celebration, for example, pizza party • Work with the R-17 Youth Director to develop an annual budget that supports the Youth Director's anticipated activities for the following year. This is to be presented and voted on during the fall R-17 Delegates' Meeting • Assist the Youth Director with budget related questions • Support the Youth Director in planning fund-raising activities for R-17, for example Annual Youth Silent Auction held at the Regional Championship Show. This would include helping the Youth Director to solicit items for the Silent Auction • Work with the Youth Director to select and purchase an appropriate hand-out to Youth attending the Regional Show, for example, water bottle, T-shirt, bag with logo, or horse treats

<ul style="list-style-type: none"> • Develop and maintain a contact list of Youth for each club in R-17 • Disseminate information and deadlines concerning AHA programs with Regional youth • Encourage youth to send in writings, poems, articles about Arabians or Half Arabian horses to the AHA “Modern Arabian” Magazine • Secure a silent auction item for the AHYA (Silent Auction held at the AHA convention) • Secure sponsorships for the Youth National Qualifier T-shirt • Attend 2-3 AHYA Director Meetings as well as the AHYA Youth Convention annually. After each AHYA Meeting and Youth Convention, prepare a short report that can be circulated by e-mail to R-17 Youth contacts and clubs • Prepare a report for each of the two annual R-17 Delegate’s Meetings and attend if possible 	<ul style="list-style-type: none"> • Work with the Youth Director to obtain 4 Youth Contacts (e-mail addresses) from each Region 17 Club • Assist Youth Director in sharing information and deadlines concerning AHA programs with Regional Youth: AHA Creative Contest, Amateur Achievement Awards, Horse Judging Contest, Youth of the Year, AHA Based Scholarship opportunities, and Regional Youth Team deadlines • Encourage youth to send any writing, poems, articles about Arabian or Half Arabian horses to the AHA Modern Arabian Magazine • Assist the Youth Director in securing an item for the AHYA Silent Auction at the AHA Convention • Assist the Youth Director in securing a sponsor for the Youth National Qualifier T-shirt • Act as a contact for information to assist the R-17 Youth Director with their responsibilities. Work with the Youth Director to develop and circulate their written report in a timely fashion • Assist the Youth Director by reading the Youth Director’s report in their absence and answering any youth related questions
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Other Regional Youth Positions Required:

- Youth Team Secretary
- Youth Judging Coach
- Youth Scholarship Committee