



# ROLE OF DRESSAGE QUEENSLAND SELECTORS

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Dressage Queensland (DQ) Selectors determine the composition of all Queensland Squads and the nomination of Individuals for Teams competitions. DQ Selectors communicate, as and when required, with the EQ Board, Dressage Queensland, riders, owners and coaches.

The Dressage Queensland Selection Panel consists of three to five (3-5) appointed Selectors. Dressage Queensland Selectors report to Dressage Queensland.

## The Job

### Primary purpose:

- Select all Queensland Squad horse and rider combinations
- Select horse and rider combinations to represent Queensland in Teams competitions at various State and National Championships or any event where a selection is required
- Select end of year trophies eg. Dressage Qld FEI Horse of the Year
- Advise Dressage Queensland on selection issues including the formulation and revision of selection criteria and policies
- Report as requested to Dressage Queensland at least twice yearly
- Play a role in the development procedures for the sport of dressage
- Attend yearly Squad Training camp to meet each squad member to discuss further goals and any other squad topics.

### Issues and challenges:

- Ensuring a consistent approach
- Maintaining effective communication with riders, owners, coaches and especially with Dressage Queensland

### Key Performance Indicators:

- Competition success of the selected Individuals and Teams
- Escalation of levels and/or results attained from individual combinations selected to Queensland Squads
- Policies and procedures regularly reviewed and updated

## The Person

### Qualifications and Experience

The available positions must be filled with persons meeting the following criteria:

- A minimum of three (3) and a maximum of five (5) selectors
- Chair of selectors is appointed annually by Dressage Queensland
- Have actively participated in Dressage at a National level either as a rider, Technical Official, National A, B, C Judge or coach/trainer and have the ability to assess Dressage performances at the highest State and National level.
- Possess administrative experience;
- Possess an ability to analyse performance data;
- Demonstrate a proven ability to work on a committee and contribute to the strategic development of policies for success at the highest level of competition; and
- Ideally have held a position on EA State or National committees or specific discipline committees in the past 3 year period.

### Other Requirements

- Must be able to travel to fulfil requirements as role of selector. This includes meetings, squad clinics, competitions, social responsibilities etc.
- Must be prepared to attend events as directed by the Chair and any other competitions deemed necessary for competent and complete assessment of potential squad and team members.
- The Selector should be able to be contacted by phone and/or either fax or e-mail at all times with an ability to respond immediately to requests by the Chair of the Selectors and/or Dressage Queensland.
- Note - Selectors will be reimbursed travel expenses based on 50 cents per kilometre for the round trip plus toll fees and other out of pocket expenses. Private financial means are not regarded as a criterion for appointment to the position.

### Skills and Personal Attributes

- Ability to communicate effectively at all levels;
- Ability to work autonomously whilst being part of a team;
- Attention to detail;
- Highly articulate with excellent oral and written communication skills;
- Some computer literacy;
- Willing to be accountable and prepared to make hard, yet fair, decisions and justify tough decisions to the people affected; and
- There is no age restriction.

### **Ethical Considerations**

- A Dressage Queensland Selector should have qualities of tact, integrity and ability to preserve confidentiality of the information that is conveyed to them both by individual riders and other EA officials and team management
- A Selector must respect riders, judges and administrators and other key players in the sport.
- A Selector needs to have an open and approachable personality able to deal efficiently and appropriately with riders, owners, etc. Many of the issues are sensitive and need to be handled tactfully and with the best interest of the sport and the EQ in mind.
- Selectors need to have the ability to deal appropriately with the media if required. As a rule, however, the Chair will deal with media issues.

### **Conflict of Interest**

- It is essential that the position of Dressage Queensland Selector should be above any criticism of perceived or actual conflict of interest or bias.
- Dressage Queensland Selectors cannot be considered for squad selection as a rider for the duration they hold the position.
- Dressage Queensland Selector can still be in the role if he or she is:
  - an owner of a horse with potential for selection,
  - a coach
  - a breeder
  - has family members competing,
  - has any other associated interest, including financial that may be considered a conflict or bias.
- However, a declaration of these conflicts/biases will be required to be identified at time of nomination and immediately on discovery any time during the term of office.
- If a situation of conflict of interest arises during any selection process, then the Selector shall remove themselves from the process of selecting that entire squad/s.

### **Appointment Procedure**

- Members of the Dressage Queensland Selectors Panel will be elected for a term of 3 years, with a maximum of two consecutive terms
- The selector must stand down after the second term for a period of no less than 12 months where they are then free to reapply
- The election will generally take place in November with a 3 year term to commence from the following January
- The outgoing Panel remains in office until such time as the new Panel is formed and ratified by Dressage Queensland
- The positions will be advertised on the Dressage Queensland website, Facebook and Salute (depending on publication date)
- Applicants must forward their résumé and other supporting documentation to the EQ Office
- The Appointment Panel will consist of:
  - Chair of Dressage Queensland;
  - And a minimum of two (2) Dressage Queensland committee members

- The Appointment Panel will assess applicants, determine whether they meet the required criteria and make an appointment. The Appointment Panel will rank all applicants and forward their recommendation to Dressage Queensland for ratification.
- Once approved by these bodies the Secretary of Dressage Queensland will notify applicants and announce the appointments.

#### **Casual Vacancies**

- In the event of a selector standing down during the first year of their term, the Chair of Selectors will appoint the next ranked applicant from the recent advertising, who will fill the vacancy for the remainder of the term of office or if there are no other ranked applicants available the position will be advertised for the remainder of the term.
- In the event of a Selector standing down after their first year the position will be advertised and selection will be made

#### **RESUME – Application for Dressage Queensland Selector** *(Feel free to attach any additional relevant information)*

- Full Name
- Residential Address
- Postal Address
- Contact Phone Numbers
- Contact Fax
- Contact E-Mail
- Qualifications
- Experience
- Administrative Experience – Executive Positions held
- Skills
- Availability to Travel
- Conflict of Interest Declaration as outlined in criteria

Mail completed application to:

Secretary  
Dressage Queensland  
C/- Equestrian Qld  
PO Box 1358  
Coorparoo CD, QLD 4151

Or email: [manager@equestrianqld.com.au](mailto:manager@equestrianqld.com.au) with the heading “Application – DQ Selector”

***Applications must be received by 5pm Thursday, 5 February, 2015.***