

# TERMS OF REFERENCE

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## **Name of Committee:**

Dressage New Zealand Judges Sub-Committee

## **Purpose:**

To manage the Dressage NZ ESNZ Judges Education System

## **Committee Chair:**

The Chair will be the Judges Officer as elected to the Dressage NZ Board by the Dressage NZ committee

## **Members:**

### **Number of members appointed: 2**

Two members will be appointed to the JSC by the Dressage NZ Appointment Panel Board in consultation with the JO and with the approval of the Dressage NZ Board

The JSC will have the power to co-opt further additional members for specific purposes with the approval of the Dressage NZ Board and on such terms as agreed by the Dressage NZ Board

## **Procedure:**

In year one (2017), one additional member will be appointed for one year, the second member for three years. In the event of standing members being reappointed in year one, the longest standing member will be appointed for one year (This will result in one member of the JSC standing down by rotation. Members can make themselves available for a second three year term)

Additional members are responsible to and will report directly to the Chair of the JSC

Expressions of interest will be invited from List 3 and above judges

## **Scope & Authority:** The Dressage NZ Judges Sub-Committee:

- Is a subcommittee of the Dressage NZ Board
- Is responsible to and reports directly to the and to the Dressage NZ Board
- Is authorized to investigate any activity within its terms of reference
- Shall have access to advisors at its own discretion, but subject to funding approval from Board if this access is subject to any financial commitment
- The Committee does not have authority to enter into any formal contract without the express approval of the Dressage NZ Board

## **Key Relationships**

- Dressage NZ Judges Officer
- Dressage NZ Sport Manager
- Dressage NZ Area Judges Officers

**Deliverables:**

- Present for approval, to the Dressage NZ Board annually, a plan and budget for Judges Training
- Manage the Dressage NZ Judges Education system
- Review and update the Judges Manual as required
- Ensure quality training and development opportunities are available for all levels of judges
- Ensure Dressage NZ has sufficient numbers of suitably qualified judges at all levels to enable all competitions in all regions to have access to appropriately qualified judges
- Support Area Judges Officers
- Identify and support NZ Judges to FEI status within the FEI protocols and requirements
- Monitor judge performance
- Maintain the ESNZ Dressage Judges list in consultation with ESNZ national office
- Support Area Judges Officers in their role
- Recommend International Judges for CDI events annually
- Work with OC's and approve judges invitations and allocations for national events

**Related Policies I Procedures**

- Job Description for Dressage NZ Judges Officer
- Code of Conduct Documents
- ESNZ GR's, VR's, Rules of Dressage NZ, Dressage NZ Rules for Administrations 2016
- Social Media Policy
- Expense Claims Declaration of Conflict of Interest
- Health & Safety Policy
- Risk Management & Crisis Plans