

OHSRA Leadership Position Descriptions

National Director

Represent the State Association on the National Board. Ensure the State is operating within the NHSRA Rule Book and the State By-Laws, and monitor business and finance procedures.

President

Chairperson of the Board and Ex-officio member of all committees.

Schedule and lead Board meetings, appoint committees/Chairpersons, and manage the overall activities of the Association in accordance with the By-Laws and Rules of the NHSRA and State.

1st VP – Rodeo Coordinator

Chairperson of the Rodeo Committee

Manage production of rodeos, coordinate with facility/arena owners/managers, hire stock contractors and rodeo personnel (secretary, judges, announcer, pick-up men, timers, bullfighters, EMT's etc.)

2nd VP – Public Relations Coordinator

Chairperson of the Public Relations Committee

Promote the Association, oversee awards/member benefits, fundraising, and sponsorships programs.

State Secretary/Treasurer

Membership management/portal, National Entries, keep Board meeting minutes and submit a typed copy to the Board members via email with-in 10 days of each meeting, and oversee Points (can delegate a Points Keeper). Manage all Association finances (including Scholarship account), banking, and filing taxes. Provide a detailed financial report at Board meetings.

Rodeo Secretary

At/Before Rodeo: Take entries/fees, position draws, prepare rodeo personnel sheets, stock draws, and oversee timers. *After Rodeo:* Post results, payout, and send results to Points Keeper with-in 48 hours.

Points Keeper

Track all points for Jr. High and High School members.

District Directors

Serve on the Board of Directors, attend all Board meetings and vote on behalf of the membership in the district represented, actively participate on committee(s), assist at rodeos. Be a resource for members in your District to communicate questions or concerns, and work with the Board to resolve any issues.

Girls Timed Event Director

Serve as arena director for BA, PB, GT

Responsible for equipment (poles, stakes/ropes, barrel covers, etc.) for these events.

Boys Timed Event Director

Serve as arena director for cattle Timed Events (including BK)

Responsible for equipment (string, box pads, and dogging chute, etc.) for these events

Rough Stock Event Director

Serve as arena director for Rough stock events. Understand safety rules.

Shooting Sports Coordinator

Organize all shooting events

Queen Coordinator

Organize the Queen contest, provide guidance and assist Queen with all responsibilities

HS Student President

Lead the contestant meetings at OHSRA rodeos, assist in organizing contestant activities/fundraisers.
Responsible for half of the National/State sponsor banners (to be hung in the arena at all OHSRA rodeos).

HS Student Vice President

Write monthly OHSRA newsletter for the Horsemen's Corral Magazine, assist in organizing contestant activities and fundraisers.
Responsible for half of the National/Ohio Sponsor banners (to be hung in the arena at all OHSRA rodeos).

HS Student Secretary

Conduct roll call at contestant meetings, assist in hanging/removing sponsor banners, and assist in organizing contestant activities/fundraisers.
Responsible for designing and creating the State Finals program and collecting senior bios.

Queen

Coordinate grand entries and contestant activities, assist with fundraisers, award presentations, and Queen Contest.
Responsible for Sponsor flags at all OHSRA rodeos, and managing the OHSRA Instagram page.

JH Student President

Help HS officers with hanging banner, contestant activities, and fundraisers.

JH Student Vice President

Help HS officers with hanging banner, contestant activities, and fundraisers.

JH Secretary

Help HS officers with hanging banner, contestant activities, and fundraisers.

Princess

Help the Queen with grand entry, contestant activities, fundraisers, and award presentations.

Student Event Directors

Be present in the arena during your designated event and know the rules of that event.
Wear Student Event Director Vest, so you can be easily located.
Keep Score/times on Sheets provided and sign bottom of sheet at completion of event.
Pass sheets to next Event Director (last Event Director - turn in all sheets to the secretary).