

***Indiana High School Rodeo Association
Arena Director
Duties & Responsibilities***

General Duties and Responsibilities

- Serve on the Board of Directors, support the efforts, goals and endeavors of the Board of Directors and vote on behalf of the membership represented.
- In coordination with the Rodeo Chairman, insure all aspects of the Rodeo Event and operations are understood, known and acceptable in accordance with all IHSRA guidelines.
- Insure each arena is set up and organized prior to the start of the rodeo and prior to the start of each event, in accordance with NHSRA and IHSRA rules including, but not limited to:
 - ✓ Setting Barriers
 - ✓ Setting Barrels
 - ✓ Setting Poles
 - ✓ Setting Timers
 - ✓ Setting of Goat Stakes
 - ✓ Adequate and Appropriate Rough Stock Equipment
 - ✓ Insure adequate and safe ground and arena conditions prior to start of rodeo.
 - ✓ Responsible for equipment such as but not limited to timers and timing equipment, tools kept on hand in order to prepare arena set up, communication devices such as walkie talkies.
- Insure that each and every rodeo is conducted in accordance with NHSRA and IHSRA By-Laws and rules. Should issues present requiring a correction of a situation, re-ride, etc., work in coordination with the judges to handle the situation appropriately.
- In coordination with the Stock Contractor insure for each rodeo stock utilized is in accordance with all NHSRA and IHSRA guidelines and rules.
- Insure there are adequate volunteers working the arena to support a smooth and efficient rodeo event.
- Supervise the activities of the Event Directors insuring each properly performs their duties and responsibilities. If an individual is not adequately performing in their capacity, the Arena Director shall present the issue/concern to the Board for determination as to whether the individual should be removed as Event Director.

- In coordination with the Event Director, Judges, and National Director when necessary receive all protests, disputes or issues of concern regarding activity in the rodeo arena not only during competition, but throughout the rodeo weekend.

- Report on a monthly basis to the Board of Directors the activities of the Rodeo Events during that month, including, but not limited to, discussion of any rule, issue, or concern that may need to be addressed by the board to improve competition within the Association and performance in the Rodeo Arena.