

***Indiana High School Rodeo Association  
Student Advisor  
Duties & Responsibilities***

**National High School Finals**

- In coordination with the Student Secretary, coordinate, organize, oversee and insure to completion the IHSRA scrapbook for the National Finals Competition.
- In coordination with the Student President, insure the coordination, selection and coaching of the volleyball, basketball, rifle shooting and knowledge bowl teams that will represent the IHSRA at the National Finals competition.
- Coordinate the design and ordering of Rodeo Team Shirts and Volleyball Team Shirts as desired by the student membership and as agreeable by the IHSRA Board of Directors.

**Mid-Winter Meeting/Prom**

- Work with the Student President and Queen to plan the Cowboy Prom within the budgeted amount allowed in the Student Officer funds (if any), insuring appropriate planning and activities consistent and within the IHSRA By-Laws, Rules, Principles and Values of the Association..

**State Finals**

- In coordination with the Student Officers, and in accordance with the budgeted amount from the Student Officer Fund (if any), plan the Friday and Saturday Night Student Activities as well as Awards Ceremony Breakfast at the State Finals competition.

## **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.
- Throughout the season during In-State rodeo events, in coordination with the Student Officers, and within the budget of the Student Officer Fund, plan student fun activities during downtime throughout the rodeo weekend.
- Throughout the season support the Student Officers and Queen in their efforts to recruit and coordinate the Student Membership with public relation activities of the Association, fundraisers, Grand Entry activities, and other areas where they need the support and participation of the General Student Membership. In situations where the General Student Membership or a particular Student Member is not being supportive of these efforts, the Student advisor shall take such issue to the Board for discussion and resolution.
- Throughout the season ensure IHSRA apparel orders Spring and Fall as well as throughout the season if requested.
- Coordinate two of the largest profit fundraiser sales for the association throughout the season.
- In coordination with Student Officers generate a quarterly newsletter for electronic release to membership.