

Youth Team Officers Job Description

SPECIFIC JOB DESCRIPTIONS FOR:

PRESIDENT –

Facilitate 2 - 4 youth meetings per year. Create a meeting agenda with the help of the Youth Advisors and other youth officers.

Give a message to the youth at the annual awards banquet.

VICE PRESIDENT –

If for any reason the current Youth President is unable to fulfill their obligations, you will take over their responsibilities.

Assist facilitate 2 - 4 youth meetings per year. Help create a meeting agenda with the help of the Youth Advisors and other youth officers.

SECRETARY –

Assist facilitate 2 - 4 youth meetings per year. Take minutes at the meeting.

TREASURER –

Assist facilitate 2 - 4 youth meetings per year.

Assist with collecting fun show fees, Chuck-A-Duck or Heads `n Tails money or any other fundraising money and turn it into the Youth Advisor.

ALL OFFICERS:

As a Youth Team Officer, you should be a current member in good standing of Minnesota Pinto.

As an officer of the Minnesota Pinto Youth Team, you should exhibit a positive attitude, willingness to volunteer for youth activities, welcome new youth members and help to promote the MN Pinto Youth program.

Submit a youth message for the Newsletter on a quarterly basis. You will be given a list of which months you will be responsible for writing. Articles are due the 20th of the month for the next month's issue. Please submit your message to the Youth Advisor responsible for coordinating communication, to review and send on to the MPtHA Newsletter editor by the 20th of every month.

Assist the Youth Advisors in determining yearly fundraising projects, to help pay for the national and special Year-End Awards.

Assist in determining a yearly community service project with the assistance of the Youth Advisors with input from the youth team.

Assist with serving Root Beer floats or other treats to MN Pinto members as a thank you for supporting the youth team.

Help with a mid-year party or get together (if requested by Youth Team).

Organize the Youth Fun Show to be held at the August Show:

- Plan and organize 3-5 games, preferably only one game involving horses.
- Set up a sign-up sheet for participants (if needed)
- Determine entrance fees (\$1-2 per class)
- Pick up prizes and supplies for event. Submit an expense reimbursement form and/or receipt to one of the Youth Advisors.
- Run games and enlist the help of volunteers (if needed)

Encourage other youth members to sign-up for Youth Officer/Board Member positions. The nominations poster will be displayed at the last two shows of the season.

Participate at the annual awards banquet in some way:

- Sell raffle tickets
- Help with the silent auction

Attend national events like Congress, PWC and Convention, if you are able.