

RETRAINING OF RACEHORSES (RoR) REGIONAL DEVELOPMENT OFFICER

JOB DESCRIPTION

Department	RoR Education and Development
Employment Location	South East
Job Title	RoR Regional Development Officer
Positions Available	1
Employment Basis	Salaried part time - 2 x days per week

Job Description

Reporting to and under the direction of the National Development Officer (NDO), The Regional Development Officer (RDO) will be responsible for:

- Management and development of RoR activity within their designated region in line with current RoR policy.
- Leading RoR educational events, including speaking at colleges, hosting Insight Days and other professional CPD events.
- Continuing the development and promotion of a mutually supporting RoR community in their respective regions.
- Working as an integral part of the RDO team to the benefit of former racehorses and the support of their current or potential owners/carers.
- Communicating regularly with members in a professional and timely manner.
- Recruiting and managing RoR volunteers within their region.
- Forging links with local equestrian professionals and establishments within their region, particularly training establishments and equine event venues.
- Overseeing and adhering to accurate, transparent, invoice-based accounting for regional expenditure.
- Producing regular reports for the NDO and CEO on regional development and progress against key performance indicators.
- The collection and input of appropriate data into the 'Horse Monkey' equestrian event platform as directed.
- Promotion of RoR educational events via social media and other channels.
- Forwarding event data to the NDO weekly.
- The organisation and support of both regional and national RoR fund-raising initiatives.
- The development of a social programme across the region to promote engagement with and between RoR members.
- Passing on feedback from the region's members to the NDO.

Personal Attributes

Key personal attributes will include:

- Excellent initiative, dynamism, leadership and people-management skills.
- Ability to work independently, forge relationships, drive initiatives and influence outcomes through diplomacy, tenacity and personality.
- Ability to gain the confidence of and communicate with, key local equine practitioners.
- Possession of professional integrity and the ability to deal with confidential and sensitive information.
- Calm and focused under pressure.
- The ability to work from home and travel within the region.
- Able to travel nationally for quarterly Education Team meetings.
- Supportive of the racing industry and the values, vision and objectives of RoR.

<u>Qualifications</u> Essential: <ul style="list-style-type: none">• Full driving license	<u>Experience</u> Essential: <ul style="list-style-type: none">• Knowledge of the GB Horse-racing industry and wider equestrian disciplines• Ability to demonstrate leadership skills• Computer Literate – MS Office
Desirable: <ul style="list-style-type: none">• Equestrian coaching qualifications• Other relevant equine qualifications backed up by experience	Desirable: <ul style="list-style-type: none">• Social media marketing• Previous experience with volunteer programmes