FEI VAULTING

JOB DESCRIPTIONS

Stewards

FEI VAULTING

Job title

FEI Level 1-4 Vaulting Steward

Job analysis

All levels

The FEI Vaulting Steward is appointed to ensure a level playing field and Horse welfare at International Competitions or Events in accordance with the FEI Rules and Regulations. The FEI Steward helps stakeholders to prevent infractions and irregularities from taking place and intervenes when infractions or irregularities occur.

Profile

Level 1 and 2

- To have an English proficiency grade of A2-B1 respectively
- To be current with the FEI maintenance status for Officials
- To have knowledge relative to the Level in the following areas:
    - FEI Rules and Regulations
    - Horsemanship and Horse management
    - Saddlery and other equipment, and their correct use
    - Equine and equestrian terminology
    - Veterinary aspects

- To be able to assess situations and take prompt and appropriate decisions
- To be able to take responsibility
- To be team oriented
- To be physically able to carry out the FEI Vaulting Steward's tasks

Level 3 and 4

Supplemental to the above-mentioned characteristics:

- To have an English proficiency grade of B2-C2 respectively
- To have good interpersonal skills
- To have good communication skills
- To be able to handle high pressure situations
- To have knowledge according to their Level in the following areas:
    - Event organisation
    - Team management
    - Conflict management
    - Time management
    - Media skills

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Work area

According to the FEI Vaulting Rules

Reports to

The Stewarding Team members report to the Chief Steward

The Chief Steward/ report to the President of the Ground Jury

Team management

The Chief Steward is responsible for the organisation and deployment of the Stewarding Team

Key responsibilities

All Levels

- To respect the FEI Officials Code of Conduct
- To ensure that horses are treated according to FEI Code of Conduct for the Welfare of the Horse at all times while present at the Event venue.
- To ensure that all areas of the venue including, but not limited to, stables, transit paths and arenas are safe and hazard-free.
- To act on any incidents or infractions to of the rules, and reports these to the Chief Steward
- To assist during the Horse Inspection (Holding Box)
- To oversee all practice arenas (training, lunging and grazing area, and round pen)
- To ensure the correct use of saddlery and dress
- To monitor all stables and stable areas, and ensure that security personnel is acting as prescribed (quarantine, EADC and treating boxes, shower area)

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Levels 3 and 4, as Chief Steward

Before the Event

- To liaise with:
    - The Organising Committee/Event Director

Before the start of the Horse Inspection

- To meet with the FEI Veterinary Delegate/Commission and President of the Ground Jury to discuss any specific requirements for the procedure

- To meet with the Stewarding Team to discuss their duties and the organisation of the Horse Inspection

- To ensure the correct set up and organisation of the Horse Inspection

Before the start of the first Competition

- To meet with the Stewarding Team to discuss their deployment and ensure that they are all up-to-date with their knowledge of the current FEI Rules, Regulations and updates to the Stewards Manual

During the Event

- To be present for the duration of the Event
- To assist and advise less experienced Stewards in their duties
- To liaise as required with other parties such as, but not limited to: Organising Committee/Event Director, Foreign Judge, Veterinary Delegate/Commission

- To liaise regularly with the President of the Ground Jury
- To address any incidents or legal issues, report these to the President of the Ground Jury, and, if appropriate, impose sanctions

- To collect all data necessary for the completion of the CS's report, including, but not limited to, detailed information regarding incidents and/or accidents that might have occurred

After the Event

- To complete and upload/send the Chief Steward's report, and Groom's Questionnaires if required