

RETRAINING OF RACEHORSES (RoR) REGIONAL DEVELOPMENT OFFICER
JOB DESCRIPTION

Department	RoR Education and Development
Employment Location	Within allocated UK region
Job Title	RoR Regional Development Officer
Positions Available	6
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.
- 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.
- Recruiting and managing RoR volunteers within their region.
- Forging links with local equestrian establishments within their region, particularly veterinary practices, training establishments and equine event venues.
- Overseeing and adhering to regional budgets and 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.
- Forwarding event data to the RoR Finance department as required.
- 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.
- Supportive of the racing industry and the values, vision and objectives of RoR.

<p><u>Qualifications</u></p> <p>Essential:</p> <ul style="list-style-type: none"> • Full driving license 	<p><u>Experience</u></p> <p>Essential:</p> <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
<p>Desirable:</p> <ul style="list-style-type: none"> • Relevant equine qualifications backed up by experience 	<p>Desirable:</p> <ul style="list-style-type: none"> • Ability to deal with sensitive situations • Previous experience with volunteer programmes • Knowledge of the Equine welfare system