

# **CALLING ALL HORSE SHOW ENTHUSIASTS!!!**

## **DO YOU EVER WONDER HOW A HORSE SHOW HAPPENS?**

- ❖ IT HAPPENS WITH THE DEDICATED WORK OF VOLUNTEERS LIKE YOU!!

## **SHOW COMMITTEE MEMBERS ARE NEEDED!**

- ❖ THE ASHA OF ALBERTA IS CURRENTLY LOOKING FOR ALL SADDLEBRED FANS AND THOSE WHO LOVE AND APPRECIATE OUR HORSE SHOWS TO HELP OUT.
- ❖ BECOME PART OF THE COMMITTEE THAT WILL BE DESIGNING THE 2010 EDITIONS OF: THE RED DEER CLASSIC AND THE WESTERN CANADIAN CHAMPIONSHIP shows
- ❖ BOTH THESE SHOWS ARE HOSTED BY THE ASHA OF ALBERTA EACH YEAR AND THEY SIMPLY WOULD NOT EXIST WITHOUT OUR VOLUNTEERS!!

## **INTERESTED IN BECOMING A SHOW COMMITTEE MEMBER?!?!**

- ❖ BELOW IS AN OVERVIEW OF DUTIES THAT NEED TO BE ATTENDED TO (A MORE DETAILED AND COMPLETE JOB DESCRIPTION IS AVAILABLE UPON REQUEST). HAVE A LOOK AND SEE WHERE YOU WOULD LIKE TO HELP OUT
- ❖ DIRECT YOUR REPLY (OR QUESTIONS/INQUIRIES) TO: **RAYLENE MCWADE**, SHOW COMMITTEE CHAIR [rmcwaade@xplornet.com](mailto:rmcwaade@xplornet.com) home # 403-887-2566
- ❖ WE WILL BE ABLE TO START WORK RIGHT AWAY WITH A CONFERENCE CALL MEETING FOR COMMITTEE MEMBERS IN EARLY FEBRUARY (date/time TBA). INDICATE IN REPLY AVAILABLE DATE/TIME THAT YOU WOULD OR WOULD NOT BE AVAILABLE TO PARTICIPATE IN THE CONFERENCE CALL

## **SHOW COMMITTEE DUTIES – FOLLOWING PAGE .....**

THANK YOU FOR CONSIDERING BEING A PART OF THE AMAZING GROUP OF VOLUNTEERS THAT IS THE WORK FORCE BEHIND OUR SHOWS!!!

**\*\*CALL OR EMAIL RAYLENE TODAY TO ENSURE THAT YOU ARE A PART OF THE UPCOMING CONFERENCE CALL COMMITTEE MEETING. CONTACT INFORMATION LISTED ABOVE.**

# SHOW COMMITTEE DUTIES

- CENTER RING/DECORATING COORDINATOR (organizes and oversees center ring set up and take down)
- RECYCLING COORDINATOR (responsible for the recycling program for cans and bottles)
- PROMOTION/MEDIA (before & after event)
- SILENT AUCTION (organizes the collection of silent auction items and oversees the Silent Auction tables. collection of money and distribution of prizes)
- VOLUNTEER COORDINATOR (organizes those people needed to distribute ribbons/prizes at center ring and people needed to man the in/out gate)
- JACKPOT JUDGING (organizes and oversees this interactive activity that offers participants to take home 50% of the judging ballot entries)
- EXHIBITOR PARTY (and other activities as needed/desired)
- HIRED OFFICIALS COORDINATOR (organizes the hiring of various officials including judges, ringmaster, announcer, security, steward, secretary, hitching ring etc) **\*\*this has been completed for the 2010 shows but work is needed to secure judges for the 2011 shows**
- RIBBONS – ordering and/or coordinating ribbons being set out and ready for presentation at the show (both positions needed)
- PRIZES – Saddle Toonie prizes for juniors (Purchase as well as organizing at the show) and organization of prize money envelopes
- EXHIBITOR GOODIE BAG (a new category that would involve the organizer securing donated items and coupons that would be distributed to entrants when they receive their numbers at the show)
- PREMIUM BOOK – lots of areas to help with here - this is the book that holds the prize list details of our shows (and others) and includes opportunities to promote the shows to exhibitors, horse owners, and potential advertisers who will help offset the cost of production
- SPECIAL EVENTS COORDINATOR (organize and oversee execution of special events such as "Pink Day")