



NSWERA Governance Manual SMC Position Description - Document No.7.4.2

Position Title

Chief Stewards & TPR's

Position Purpose

To ensure NSWERA affiliated Endurance events are conducted in an orderly manner within the rules and guidelines, with horse TPR stress indicator parameters regularly monitored, by the recruitment, training and coordination of suitable Chief Stewards and TPR stewards within NSW.

Principle Accountabilities, & Performance Indicators.

Chief Stewards

Ensure the availability of competent, experienced Chief Stewards for all rides in NSW by maintaining, coordinating, and supporting a team of active Chief Stewards, conveniently spread across the state.

KPI. A minimum of 15 active Chief Stewards available.

TPR Stewards

Ensure the availability of competent, experienced TPR Stewards for all rides in NSW by regular TPR courses conducted at rides, targeting areas where TPR's are thin on the ground.

KPI. A minimum of 40 active TPR Stewards available.



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Chief Stewards and TPR's.

Principle Accountabilities - Key Tasks

Chief Stewards

- **Maintain accurate records of the process of becoming a Chief Steward.**
- **Process and record the accreditation of Chief Stewards**
- **Maintain an up to date register of accredited Chief Stewards and display in the newsletter and web site.**
- **Provide all accredited Chief Stewards with guideline and rule updates as they occur.**
- **Provide supplementary or refresher training for Chief Stewards as appropriate.**
- **Ensure Chief Steward reporting is to standard and forwarded to the AERA Registrar within one month.**

TPR Stewards

- **Maintain accurate records of the process of becoming a TPR Steward.**
- **Process and record the accreditation of TPR Stewards.**
- **Maintain an up to date register of accredited TPR Stewards and display in the newsletter and web site.**
- **Provide all accredited TPR Stewards with guideline and rule updates as they occur.**
- **Provide supplementary or refresher training for TPR Stewards as appropriate.**