

Date: August 2025

Equestrian Australia

Athlete Director Position Description

Term: 3 years (until conclusion of 2028 AGM)

Remuneration: Voluntary position

Job Purpose	The Athlete Director will fulfil their duties and responsibilities acting ethically, with appropriate independence, and putting Equestrian Australia's interests before personal interests, while providing an authentic athlete voice and representation at the highest level of EA governance.
Job Responsibilities	<p>Primary Board Responsibilities</p> <ul style="list-style-type: none"> • Upon appointment to the Board, complete induction and training procedures as provided by the Board • Consider, debate, and vote on issues before the Board, based on the best interests of Equestrian Australia and the equestrian community • Comply with the EA Constitution, rules, by-laws, policies, and standing orders • Review, approve, and implement EA's Strategic Plan with particular focus on athlete development and welfare considerations • Review and approve EA's systems for financial control and risk management • Commitment to attend all Board meetings (held bi-monthly), ensuring apologies in advance for unavoidable absences • Contribute to the discussion and resolution of issues from an athlete perspective • Declare any direct or indirect material personal interest in any contract with EA • Participate in Board-approved fundraising and community promotions of EA • Undertake administrative duties as required • Monitor EA's performance and evaluate achievements of strategic and business plans, including budget outcomes

	<ul style="list-style-type: none"> Monitor the Chief Executive Officer and EA performance to ensure compliance with relevant federal, state and local legislation
Job Responsibilities	<p>Athlete-Specific Responsibilities</p> <ul style="list-style-type: none"> Provide authentic athlete voice and representation across all Board decisions and strategic initiatives Advocate for athlete welfare, safety, development pathways, and interests at the governance level Represent the diverse needs and perspectives of athletes across all equestrian disciplines Contribute athlete insights to high performance programs, participation pathways, and sport development initiatives Serve as a liaison between the athlete community and EA governance structures Participate in athlete-related committees and working groups as required Champion sport integrity, anti-doping, and ethical sport practices Support the development and implementation of athlete-centered policies and programs
People Management	No direct reports.
Budget Management	Yes – required to work with fellow Directors in managing EA’s annual budget, with particular attention to athlete development and high performance program funding.

Additional Requirements

- This position requires clearance to work with children
- The ordinary working hours for the position may include duty on weekends and evenings for Board meetings, equestrian events, and community engagements
- The successful candidate will be subject to a National Police Criminal History Check and EA Integrity Check prior to appointment
- Term of appointment is 3 years until the conclusion of the 2028 AGM, consistent with the EA Constitution

Job Holder Capabilities

Essential Qualifications and Experience

- Athlete Status:** Must be an Athlete as defined in the EA General Regulations

- Membership: Current Participating Member of Equestrian Australia
- Independence: Meet all independence requirements under Rule 22.1(b) of the EA Constitution
- Integrity: Be of high integrity and moral reputation
- Availability: Available to attend Board and committee meetings and willing to devote required time to EA activities

Desirable Qualifications and Experience

- Qualifications in Law, Governance, Finance, Business, Sports Management, or related fields
- Previous experience in a directorship role in a not-for-profit, volunteer-based, or sporting organisation
- Experience in athlete representation roles (e.g., team captain, athlete committee member, athlete advocate)
- Competition experience at State, National, or International level across equestrian disciplines
- Leadership experience within the equestrian community

Essential Knowledge and Skills

- Governance Knowledge: Understanding of the laws and legislation relating to non-profit sporting organisations, with a strong understanding of the EA Constitution, rules, by-laws, policies, and procedures
- Communication Skills: Effective communication and interpersonal skills, with particular emphasis on public speaking, advocacy, and teamwork
- Leadership and Collaboration: Management skills and ability to collaborate with Board members
- Strategic Understanding: Understanding of change management and strategies to engage and consult with stakeholders to achieve goals
- Decision-Making: Well-developed decision-making skills
- Financial Acumen: Sound financial management skills and understanding of budget processes
- Sport Knowledge: Deep understanding of equestrian sport, athlete pathways, competition systems, and sport development across multiple disciplines

Desirable Knowledge and Skills

- Knowledge of high performance sport systems and athlete development pathways
- Understanding of sport integrity, anti-doping requirements, and athlete protection frameworks
- Experience with sports governance, policy development, and stakeholder management
- Multi-discipline equestrian experience and understanding of diverse athlete needs

- Knowledge of international equestrian sport structures and FEI governance

Personal Attributes

The Athlete Director must demonstrate:

- Commitment: Strong commitment to EA's strategy, objectives, policies, and rules, with willingness to role model EA's values and support fellow Directors
- Athlete Focus: Genuine passion for advancing athlete interests while maintaining organisational perspective
- Integrity: Highest standards of ethical behavior and independence in decision-making
- Collaborative Approach: Ability to work effectively as part of a diverse Board while bringing a unique athlete perspective
- Strategic Thinking: Capacity to contribute to long-term strategic planning while understanding immediate athlete needs
- Adaptability: Flexibility to engage with diverse stakeholders across the equestrian community
- Professional Growth: Willingness to undertake ongoing professional development in governance and athlete representation

This position provides a unique opportunity to shape the future of equestrian sport in Australia while ensuring the athlete's voice remains central to EA's governance and strategic direction.