

Role Profile of a Regional Carriage Driving Representative



The Regional Carriage Driving Representative:

- (1) Reports to the Regional Chairman.
- (2) Responsible for the Member Groups in the Region.
- (3) Communicates with, and acts as a liaison as required between Groups and LLHI, Assessors and specialists in the Region and RDA UK.

Responsible for:

- (1) Representing the Carriage Driving Groups on the Regional Committee at meetings and informing the Regional Chairman of Group events and projects within the Region.
- (2) Submitting an annual report of driving activities, in the region, to the Regional Chairman and Carriage Driving Committee.
- (3) Approving, in conjunction with the Regional or County Chairman, Riding Groups wishing to add Carriage Driving to their activities.
- (4) Being familiar with the Carriage Driving Groups; give/or obtain specialist help and call an assessor when necessary.
- (5) Attempting to keep an up to date log of unused equipment in their region and facilitating its transfer to groups that can make use of it.
- (6) Co-ordinating the activities of the Member Carriage Driving Groups within the region by identifying training needs and by organising appropriate courses and training days.
- (7) Assist in helping the New Group Liaison Officer with the formation of new Carriage Driving Groups where there is a need and resources are available to meet that need.
- (8) Recommending to the Regional Chairman, as appropriate, the closure of, or withdrawal from RDA Membership of Carriage Driving Groups within the region.
- (9) Ensuring the Carriage Driving Committee, County and Regional Chairman are aware of any relevant needs or unresolved problems within the Carriage Driving Groups.
- (10) Encouraging the groups to participate in relevant training activities.
- (11) Encouraging regional training days in conjunction with Regional Chairmen.
- (12) Maintaining contact with Carriage Driving Groups in your Region by email, telephone or by visiting.
- (13) Carrying out, or arranging for assessors to conduct, triennial CD Coach reviews.
- (14) Organising group assessments for equipment and new CD Coaches.