

BE Memo

To: all Organisers of BE Events
Date: August 2007
Re: Regional Directors



The role of the RD has now evolved into a different one to the historical position that was held. Firstly, the role is now full time whereas in the past this was not the case (although it was just about so).

Each RD has, in addition to his previous duties, several 'portfolios' for which he is responsible. These portfolios carry their own workload which is considerable at times but they are essential for the day to day running of the sport as well as its development.

Given the development of this role it is important for all parties to understand that there has had to be an inevitable redistribution of their time allocation. Each RD is the first port of call for organisers in their region and also for the Field Staff, Stewards, scorers, etc. When on holiday cover is arranged with one of the other RDs, however a day off is covered by the office and a message will be left on their voicemail to this effect which also states when they will next be available. This ensures that there is always someone available for any issues which may crop up in their absence.

It is expected that they also keep up to date as Stewards and so will occasionally perform these duties outside their regions. They will also act as Steward in their own regions if necessary but not as matter of course.

Under normal circumstances a RD is expected to communicate regularly with the organisers in their regions to discuss any concerns or issues that the organisers may have. Issues such as fixtures, weather, deployment, organisational matters, etc but it is also expected that organisers need to keep in touch with the RDs also, i.e. two way communication. Organisers need to also monitor the BE website and read all correspondence that comes through so that they are up to speed.

It is important for everyone to understand that RDs have to lead civilised lives and are not expected to be available 24/7. Under normal circumstances we would expect RDs to be contactable, except on their days off or when they are on holiday, between 8.00am and 7.00pm but it needs to be understood that they have additional responsibilities, on top of looking after the events in their regions, which tie them into meetings during the day and they also need to do a lot of office work for the benefit of the sport. Given that RDs work both days of most weekends during the season it is to be expected that they take time off during the week.

As far as visiting events is concerned it is simply not possible for RDs to attend every event on a day of competition in their region each year. Nor will they necessarily attend each day of an event that they may be able to get to. A realistic expectation is that the RD will hope to attend every other year as a minimum although certain circumstances could affect this. Visits may indeed be pre or post event.

For organisers the role of the RD is as the link with BE. It is also an advisory role and a PR role. Under normal circumstances the RD will try to attend events in his area to see that everything is running smoothly and successfully. It is not expected that he/she is part of the workforce for an event or necessarily fulfils any particular function at an event unless this is agreed in advance between both parties.

Mike ES.

Mike Etherington-Smith
Sport Director

British Eventing

Stoneleigh Park, Kenilworth, Warwickshire CV8 2RN, Great Britain
Telephone: +44 (0)2476 698856 Facsimile: +44 (0)2476 697235 Web: www.britisheventing.com
Email: info@britisheventing.com

