

AYA DECLARATION OF CANDIDACY

~Information Packet~



Board of Director

Duties

It is understood that AYA Board of Directors are youth leaders. The following list is comprehensive, and will be developed throughout term of service. Being an AYA Board of Director serves as an opportunity to learn leadership skills and youth coordinators will work closely with the directors through all responsibilities, guiding them to success.

Event Coordination

Board of Directors for the Appaloosa Youth Association play a large role in all AYA events. Directors are expected to host one event for membership every other month and are seen as the leadership for these events. Directors will lead all communication/advertising, planning, facilitating, and creating supply lists for the event as necessary. Directors are supported in efforts by AYA Coordinators.

Professional Communication

In order to properly lead the AYA, professional communication is a necessary component of director responsibilities. Directors are expected to communicate with AYA Coordinators, ApHC Board of Directors, Industry Professionals, Peers, etc. Professional Communication is exhibited through email, Phone Calls, Zoom, and GroupMe.

Monthly Meetings

AYA Board of Directors meet for collaboration once a month for an hour. These meetings serve as a time to plan events, talk about responsibilities, make constitutional changes as needed, and a means for Directors to speak on behalf of AYA membership as a whole. Additional meeting times may be offered when necessary.

Team Collaboration

AYA Board of Directors are elected as a group, and are expected to work in coordination with one another. This may look like group-lead events, group discussions, shared responsibilities, etc.

Event Advertising

AYA Board of Directors are expected to lead communication efforts for all AYA events/activities. This may look like writing emails, write-ups for the ApHC newsletter, creating social media content, etc. Main efforts will be lead by the current reporter, and will be supported by AYA Coordinators. No youth members/directors will be given access to AYA social media.

Constitutional Amendment

From time to time, AYA Board of Directors will make needed constitutional/bylaw changes. Board of Directors will learn Parliamentary Procedure basics in order to do so.

Association Leadership

AYA Board of Directors are seen as representatives of the Appaloosa Youth Association. Directors are expected to lead through participation, collaboration, and professionalism. Directors will be held to this standard by AYA Coordinators and will be guided in this process.



Board of Director *Election Process*

Term of Service Basics

An AYA Director's Term of Service lasts two consecutive years with the opportunity to redeclare. Directors must be between the ages of 12 and 17 as of January 1 of their term of service. Two representatives from each territory will serve; but, the two representatives' terms run opposite of one another. If two director positions are available for one territory, the director with less votes will serve a one-year term. Eligible youth directors are AYA members in good standing and dues must be paid by November 1. General terms will begin January 2026 and will be served through January 2028.

In the case of any vacancy on the Board of Directors, the AYA Officer Team may appoint a successor to fill the unexpired term. The successor shall be filled in the following manner:

1. First preference shall be given to an eligible AYA member from the same territory.
2. Should an eligible AYA member from the same territory not be available, the AYA Officer Team may appoint an at-large Board of Director from any territory to serve for one year. The member at-large can only run as an at-large director two times.
3. The appointment must be approved by the Youth Coordinator(s).

Declaration of Candidacy Process

Candidacy applications go live **August 15**. Declaration packets will be submitted **ONLINE** this year and all forms must be emailed to youth@appaloosa.com by **September 25**. Packets include the declaration of candidacy form, a headshot, a statement of qualifications, a statement of purpose, and an introduction video. These can be individual or merged items. A vote on Board of Directors will be sent out to all Appaloosa Youth Association members to decide final slate of Board of Directors. Write-in candidates during voting will be considered as well.

Declaration of Candidacy Important Dates

September 25 --- Closing date for declaration of candidacy. Declaration form, Statement of Qualifications, Statement of Purpose, Introduction Video, and Headshot must be all submitted.

November 1 --- Appaloosa Youth Association dues must be received in the ApHC office in order to receive an election ballot.

November 15- December 13 --- Online Voting Period

January 5th --- Election results will be available and Coordinators will be in contact with new Directors

Board of Director *Election Process Cont.*

Declaration of Candidacy Materials

Declaration of Candidacy Form --- This form can be filled out electronically or printed. Parents should read this form with the candidate and show their consent for the process by signing the form as well. Note: This form is ultimately submitted ONLINE to youth@appaloosa.com.

Statement of Qualifications --- 1-2 paragraphs, no more than 200 words. Inform as to why you believe you are qualified to hold the position of AYA Director. Statement should be written by the candidate, however limited supervision of parents is appropriate (e.g., editing grammar, brainstorming qualifications, etc.). It is more important the candidate learns how to effectively communicate their qualifications than exuding perfection.

Statement of Purpose --- 1-2 paragraphs, no more than 200 words. Inform as to what you plan to achieve while serving as an AYA Director. These should be written by the candidate, however limited supervision of parents is appropriate (e.g., editing grammar, brainstorming qualifications, etc.). It is more important the candidate learns how to effectively communicate their intended purpose than exuding perfection.

Headshot --- Professional-looking headshots preferred, but anything that shows the face of the candidate is appropriate. These headshots will be used in information packets, advertising, thank you cards, etc. Cell-phone quality is acceptable.

Video Introduction --- Provide a short video introducing yourself and stating why you want to be an AYA Board of Director. The video has no time limit and does not need to be edited or cinematic. Videos are subject to be aired on social media (professional editing may take place provided by the AYA) unless requested otherwise. Some questions to consider answering are: "What is your name?", "What territory do you represent?", "What is your hometown?", "Why do you want to be an AYA Board of Director?"



AYA Board of Director Declaration of Candidacy *Quick Links*

More information:

Visit: <https://www.appaloosa.com/aya-declaration-of-candidacy>



Additional Questions:

Email: youth@appaloosa.com

Declaration of Candidacy Form

Once live you can find the form by visiting:

<https://www.appaloosa.com/aya-declaration-of-candidacy>



A Note from Your AYA *Youth Coordinators*

Hi all! We are so excited that you are interested in being an AYA Board of Director! This year has served as an incredible time of growth for the AYA and we are hoping to keep that momentum up. We can't do that alone, however, and that's where you come in. The AYA should truly be an association where youth are put first, and our goal is to always ensure that you feel this process is your own. Upon being elected, it will be up to you what skills you develop and the role you fill within the association. We know that youth leadership is critical in your development, the association's development, and in the future of the equine industry. Please know that we are a resource and would love to help you at any point. If you have any questions, concerns, or comments please reach out at youth@appaloosa.com. We are happy to set up a zoom, phone call, or correspond via email to help you in any way we can. Good luck in your candidacy process!

All the best,

Hannah Ruth Pettyjohn and Rachel Daughtery

FAQ Sheet

How many times can a youth member redeclare candidacy?

A youth may redeclare an unlimited number of times, so long as they do not violate any of the declaration rules (not more than 18 years of age as of January 1 of the year elected; cannot be married; or cannot move from his/her Zone and Territory after declaration and election).

How do staggered terms work when two directors are open in a given territory?

It is the goal of the AYA to have two directors from each territory at all times. The service terms for these directors are staggered such that the turnover of directors is not all at once. With such, each territory should only have one director elected on any given year. This model will be replicated in territories 2-6 this year (see page 3 for the directors already elected). However, in some years a territory does not have a candidate run for board of director election. In 2024 this was seen in territory one. Consequently, there are two positions open for territory one during the 2025 election. To keep the staggered election process, the two territory directors will be elected in the same year, but serve staggered terms. In the spirit of a fair youth election process, individual term lengths will be determined by vote. The representative with the greatest amount of votes will serve the traditional two year length from 2025 through 2027. The representative with the least votes will serve for just the 2025 year with the ability to redeclare for 2026 election.

Can I submit my declaration of candidacy electronically?

Yes please! We have officially moved everything online. This is an exciting change for the AYA as we work to better replicate professional application processes. This means that youth members will not only vote online, but the declaration process is online as well. Even better... there will be no need to worry about mailing mishaps. We have also changed the deadline to turn in your declaration of candidacy. The declaration of candidacy form is now due Sep. 25.

What is the time commitment and required events?

The time commitment is on an individual basis dependent on your goals as a director. All directors are required at minimum to attend monthly meetings (1.5 hrs). It is highly encouraged that all directors attend as many AYA events as possible throughout the year as well. Based on previous and current directors' time commitment reports, directors can spend anywhere from 1 hr/wk on AYA things to up to 3 hrs/wk. The annual youth world show is not required, but we'd love to see you there if you're showing! Directors attending the show will be expected to attend events while there.

What are parents' roles?

For the most part, parent involvement is dependent on the director. Some parents have been known to work with their director to assist in developing skillsets and completing tasks at hand. Others haven't made their involvement known. At times, youth coordinators will ask directors to invite parents in to a task if parent opinion is desired. The only parent participation required, however, is if coordinators are running into difficulties contacting or receiving due tasks from directors.