



## NYCHA Circuit Directors

### What is a NYCHA Circuit Director?

The NYCHA Circuit Directors are the driving force of the organization. They provide the leadership and the work to accomplish the NYCHA mission in their circuit. The position carries a lot of responsibilities and requires a commitment to fulfill the duties of the office.

### Want to become a NYCHA Circuit Director?

NYCHA Circuit Directors will serve one-year terms. A member applying for a Circuit director position must be an eligible youth member in the year they will serve. Circuit Directors can apply by submitting an application, but only two will be elected to represent each circuit. They must be at least 10 as of June 1<sup>st</sup>, the prior year to the term they will serve. The term of service will be from the end of Youth Convention Week, July to the end of the following Youth Convention Week, July.

NYCHA Circuit Directors shall act on all matters involving youth membership in their circuit and be responsible for all youth activity programs of the association. Youth Circuit Directors will be responsible for meetings, assisting in fundraising, and recruiting new members. They shall receive the rules of the association governing the scope of their responsibilities at least once annually, and whenever deemed necessary, make recommendations to the NYCHA Youth Board of Directors for modification of the rules and shall perform such other duties as the NYCHA Youth Board of Directors may so direct. These meetings can be in person and/or via conference call.

### What are the responsibilities of a NYCHA Circuit Director?

- Host a youth meeting twice a year—to align with show schedules, ensuring better participation and engagement
- Educate youth in their circuit about Youth Week awards and scholarship deadlines provided by the NYCHA Youth Director. (LEAP)
- Required to invite a trainer or trainers from their circuit to one of their meetings. The invited trainer(s) would engage with the youth members by speaking and participating in a Q&A session.
- Oversee the management, collection, and delivery of the Circuit Basket for Youth Week Fundraiser.
- Plan and execute a community service project within their circuit. (Coat Drive, School Supplies, Canned Goods)
- Must participate in a minimum of 2 out of the 4 "Out of Arena" contests at the Youth Convention. (Speech, Photo, Art, or Essay)
- Must be present at all meetings with the exception of 2 excused absences

### Certification Requirement

The attached consent form must be completed and postmarked no later than June 30, 2025, including the last report card you have received, each year. Mail to NYCHA, ATTN: Rianna Storey, 260 Bailey Avenue, Fort Worth, TX 76107, fax to 817.244.2015, or email to [rstorey@nchacutting.com](mailto:rstorey@nchacutting.com).



## NYCHA CIRCUIT DIRECTOR CONSENT FORM

All youth circuit director candidates must complete and return a Youth Circuit Director Consent Form and report card. It must be completed and postmarked no later than June 30th, 2025. Mail complete forms to the National Cutting Horse Association, Attention Rianna Storey, 260 Bailey Ave, Fort Worth, TX 76107, fax to (817) 244.2015, or email to [rstorey@nchacutting.com](mailto:rstorey@nchacutting.com)

- I have reviewed the position description for the National Youth Cutting Horse Association Circuit Director.
  - If I miss two meetings, I will have a meeting with the Youth Committee Chair and Youth Director
  - If I miss three meetings, I will automatically be terminated from the NYCHA Circuit Director position.
- I am willing to devote the time required to fulfill my duties as National Youth Cutting Horse Association Circuit Director.
- I will serve as a positive role model to other members. I agree to be responsible for my own actions and accountable for their consequences and will encourage other members to do likewise of my peers and advisors.
- I will be fair-minded and honest in dealing with others. I will be open to ideas, suggestions, and opinions.
- I will treat participants, parents, advisors, and others with respect, courtesy, and consideration.
- I will refrain from the use of alcohol, tobacco, and drugs while participating in NYCHA activities. Your participation in the National Youth Cutting Horse Association Board of Directors carries the responsibility of representing the youth association to the membership, sponsors, and public. You are expected to conduct yourself in a manner that reflects well on the association as well as yourself. Your contributions to the program through your active participation are highly valued. I have read the above statements; I am willing to fulfill my obligations and I am willing to conduct myself to the highest standards expected of a National Youth Cutting Horse Association Circuit Director. I am a member in good standing and currently passing all my classes in school. I agree to let the NCHA office know if, at some point in my one-year term, I am no longer able to represent the members in my Circuit and fulfill the duties of a Circuit Director

Candidate's Signature \_\_\_\_\_ Date \_\_\_\_\_  
Circuit \_\_\_\_\_ Date of birth \_\_\_\_\_  
Shirt size \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email address \_\_\_\_\_

I understand that my son or daughter wishes to serve as a National Youth Cutting Horse Association Circuit Director and will support him/her in fulfilling his/her responsibilities should he/she be elected. I also understand the importance of a Circuit Director conducting himself/herself to the highest of standards and supporting the above certification signed by my son or daughter.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Parent or Guardian \_\_\_\_\_

**RETURN THIS FORM TO THE NCHA OFFICE BY June 30, 2025. WITH A COPY OF YOUR MOST RECENT REPORT CARD.**

Mail complete forms to the National Cutting Horse Association, Attention Rianna Storey, 260 Bailey Ave, Fort Worth, TX 76107, fax to (817) 560-2288 or email to [rstorey@nchacutting.com](mailto:rstorey@nchacutting.com).