

Eventing

Dressage

Dressage Scribe: Writes down scores and comments made by the dressage judge during a dressage test. Before the test, makes sure that the correct score sheet is being used – that it matches the horse’s bridle number. Must be able to write quickly and clearly, in sometimes cramped conditions such as the passenger seat of a truck, in small boxes on the score sheet. Small, legible handwriting is a godsend. [WATCH: Scribe Training Video](#)

Warm-Up Steward: Manages the dressage warm-up area. Often there is more than one competition ring, so makes sure that competitors know when they’re close to their starting time and gets them out of warm up and to their dressage ring on time. Also often needs to make sure the warm-up area does not become too crowded. Needs to be able to coordinate closely with the gate steward, if one exists, usually by hand held radio. Often needs a loud, firm voice to be heard by competitors. Works out of doors and tracks competitor numbers on a clipboard.

[WATCH: Warm-Up Steward Training Video](#)

Bit Check: Checks every competitor’s bit for legality, also checks spur and whip length, tightness of the noseband, and ear bonnets for illegal soundproofing. This is not an entry level position. The bit checker must know the current USEA/USEF regulations on which bits and spurs are legal, and there are very many legal ones, and very many more illegal ones. Must be comfortable approaching every horse, even fractious ones, and sticking a gloved finger in its mouth to check the bit. Must change the glove between every horse for biosecurity. Must be able to track horses on a clipboard. This is an outdoor position. [WATCH: Bit Check Training Video](#)

Score Runner: Collects dressage score sheets and brings them to the scorers. This is an easy outdoor job that only requires knowing how not to interfere with a dressage test in progress. Suitable for young teens or mature children.** Score Runner is required to have a valid driver's license (golf cart is used) [WATCH: Score Runner Training Video](#)

Show Jumping

Warm-Up Steward: Manages the stadium warm up area. Makes sure that competitors know when they’re close to their starting time and gets them out of warm-up and to the show jumping gate steward on time. If there’s no show jumping steward, also makes sure jumps are shared and are a legal height. Needs to be able to coordinate closely with the gate steward, usually by radio. Often needs a loud, firm voice to be heard by competitors. Works out of doors and tracks competitor numbers on a clipboard. [WATCH: Warm-Up Steward Training Video](#)

In-Gate Steward: Manages the in-gate and allows riders into the competition area. Relays competitor info to judge/announcer as they enter the ring via radio. Often needs a loud, firm voice to be heard by competitors. Works out of doors and tracks competitor numbers on a clipboard. [WATCH: In-Gate Steward Training Video](#)

SJ Scribe: While assisting the show jumping judge, records jumping efforts and penalties on a score sheet while the competitor is on course. At direction of judge, records the time and any time penalties after the competitor finishes, quickly adds up penalties for jumping and time and records these before the next competitor starts, and reports the results to the announcer. Must be good with simple math. Must be able to use a hand held radio and record results on a clipboard. Often works out of doors. [WATCH: SJ Scribe Training Video](#)

Timer: Times each competitor on course if automatic timers are not available. Able to use a stopwatch proficiently. Works often out of doors and gives the time to the show jumping judge and scribe. [WATCH: SJ Timer Training Video](#)

Jump Crew: Helps setting up courses and reset fallen poles. Also may need to rake footing and fill in holes. Lifting is required, but not more than 15 pounds. Entry level position, multiple people needed. [WATCH: Jump Crew Training Video](#)

Cross Country

XC Schooling Day Steward: Manages the cross-country areas to ensure participants are in compliance with our schooling guidelines and that groups are navigating cross country safely. Minimal physical movement required and must be allowed and able to drive motorized vehicle. [Schooling Day Guidelines](#)

XC Warm-Up Steward: Manages the cross-country warm-up area. Makes sure that competitors know when they're close to their starting time and gets them out of warm-up and to the cross-country starter on time. If there's cross-country steward, also makes sure jumps are shared and are a legal height. Needs to be able to coordinate closely with the starter, usually by radio. Often needs a loud, firm voice to be heard by competitors. [WATCH: XC Warm-Up Training Video](#)

Finish Timer: Responsible for recording the finish time for each competitor on cross-country. Also responsible for watching for willful delays between the last fence and the finish line. [WATCH: Finish Timer Training Video](#)

Jump Judges: Responsible for observing and recording the approach and negotiation of an assigned obstacle. Able to communicate effectively with officials and controller usually via handheld radio. Must be able to accurately record events at the assigned obstacle. Most jump judges are required to attend a briefing which takes place prior to cross-country in which officials outline the rules for cross-country and expectations of the day. Jump judging can be performed by anyone who is capable of sitting for several hours watching horses jump an obstacle and often is an entry level position for eventing. [WATCH: Jump Judge Instructional Videos](#)

XC Score Runner: Collects cross-country scoring sheets and brings them to the scorers. Needs to be able to learn the course from a map and drive a golf cart in any weather without causing damage to the grounds. Often also needs to bring water to jump judges while efficiently picking up sheets and getting them to the scorers as fast as possible without disturbing horses, competitors, or spectators. [WATCH: XC Score Runner Training Video](#)

XC Crossing Guard: Assists in keeping spectators safe while crossing an active cross-country track. Able to listen to the radio to know well ahead of time when a horse is coming so the track can be cleared of spectators. Able to be kind but firm with spectators when telling them where to go to be off the track and in a safe position. Able to blow a whistle and work out of doors regardless of the weather. [WATCH: Crossing Guard Training Video](#)

XC Starter: Manages the start of cross-country. You will often be the cross-country start timer, also. Competitors are allowed to circle around outside of the start box until you give them the ten second countdown. It is a courtesy to give them 1 minute and 30 second warnings so it is necessary to pay attention to the start time. [WATCH: XC Starter Training Video](#)

XC Control: Keeps track of riders on course usually by communication via radio with officials and others. This position requires some experience and familiarity with cross-country and eventing rules and procedures and is not an entry-level position. Necessary experience with cross-country course procedures, able to multi-task with officials, starter, and volunteers and operate a radio, along with recording data accurately and completely, etc. A controller is responsible for relaying course holds from officials to volunteers and communicating clearly in case of situations requiring assistance. [WATCH: XC Control Training Video](#)

Other Volunteer Positions

Hospitality Steward/Helper(s): Assist and maintain the comfort of all volunteers and officials (offering drinks, snacks, lunches, etc.). Ensures all coolers are filled with drinks and ice. Some physical movement required and must be allowed and able to drive motorized vehicle.

Event Prep: Prior to and after the event, help set up and decorate the cross country fences and/or the show jumping courses.

Announcer: Announces general announcements throughout the day. Relays competitor information to the general public. Keeps competition informed who is on course. Minimal physical movement required. Need ability to correctly pronounce names and track information.

Awards: Setting up an awards display table and to organize the ribbons by division so they are ready to be handed out either during a mounted awards ceremony or in the show office. They also keep track of who picked up which ribbons and write names on the backs of ones that don't get picked up. At the end of the competition, they inventory any remaining ribbons, trophies, awards, etc. and give that list to the secretary or organizer.

Road Crossing Guard: Assists in keeping spectators, riders, and horses safe while crossing the main road. Able to listen to know if a horse is loose and shut the gate if needed.