

**UNITED STATES PONY CLUBS POLICY  
STATEMENT**

**SUBJECT: REGIONAL ADMINISTRATION COUNCIL**

**EFFECTIVE DATE: 01/01/14**

**POLICY NO: 8000**

**REVISED DATE: 05/18/19**

**I. PHILOSOPHY**

In order to effectively coordinate and enhance support to Regions, Clubs and Centers in the administration and delivery of the Pony Club Program, the Board of Governors realizes that a USPC Regional Administration Council is necessary to accomplish certain tasks that are impractical for the Board acting as a committee of the whole to handle.

**II. POLICY STATEMENT**

The policy of the Board of Governors is that a Regional Administration Council be formed.

**III. AMPLIFYING INSTRUCTIONS AND GUIDELINES**

**A. Membership**

1. The Regional Administration Council shall be under the direction of the Vice President of Regional Administration and shall consist of the Chairpersons of all the Regional Administration Committees, a designee each of the Vice President of Activities and the Vice President of Instruction and no more than three (3) "at-large" members.
2. The "at-large" members shall be nominated by the Vice President of Regional Administration, and by the President, and ratified by the Board of Governors. They shall be selected for their broad-based knowledge of USPC and for their expertise in one or more areas. They shall be appointed annually, and, except in unusual circumstances, shall not serve more than three consecutive years.

**B. Duties and Responsibilities**

The Regional Administration Council shall support and coordinate the actions of the Regional Administration Committees that assist the Vice President of Regional Administration in providing support to Region, Club and Center leaders to better enable them to administer and implement pony club programs and ensure that an emphasis on safety is maintained

1. The Regional Administration Council shall review and update leadership guides, handbooks and forms used by clubs, centers and regions on a regular basis as applicable.
2. The Regional Administration Council shall be responsible for the initial orientation and the ongoing education of regional and local leaders.
3. The Regional Administration Council shall assist the Vice President of Regional Administration in providing oversight of the Riding Center Program.
4. The Regional Administration Council shall be responsible for reviewing and reporting detailed membership information as well as identifying, researching and recommending new membership categories.
5. The members of the Regional Administration Council shall act as advisors to the Board of Governors under the guidance of the Vice President of Regional Administration in accordance with approved policies.

**IV. DELGATION OF AUTHORITY**

The Vice President of Regional Administration shall have oversight of this policy.

**V. ENACTMENT**

Established:  Date: 01/01/2014

Board President