

# ***Indiana High School Rodeo Association Queen Duties & Responsibilities***

## **National High School Finals**

- Represent the IHSRA in the NHSRA Queen Competition
- Represent the IHSRA in every presentation and grand entry through the National Finals
- When not competing, be present in the stands with crown and sash.
  - ✓ Cheering on all Indiana State competitors
  - ✓ Have printed photographs to autograph and share
  - ✓ Signing autographs as requested

## **Mid-Winter Meeting/Prom**

- In coordination with the Student President plan and organize the Prom event within the designated budget from the Student Officer's Activity Fund

## **Hoosier Horse Fair**

- Throughout the weekend, be present at the HHF activities in full rodeo/western attire, crown and sash.
- Spend a minimum of 2 hours throughout the weekend working with the National Director and/or Association Officers or Board Members to solicit sponsorships for the Queen's Activity Fund and the Awards Fund for the Association
- Organize, set up and manage the IHSRA booth space
  - ✓ Coordinate, oversee and organize the set up of the booth in a manner that represents the Association positively and gives the potential to serve as a fundraising activity as well as membership recruitment activity.
  - ✓ Organize and insure coverage by the student membership throughout the time all other vendors maintain an open booth.
  - ✓ Coordinate, oversee and organize the tear down and disassembly of the booth insuring all materials and equipment borrowed and used are returned in the same condition as when used.

## **State Finals**

- Host, facilitate and participate in the Queen Contest
  - ✓ In collaboration with the Queen Competition Coordinator, plan the Queen Competition
  - ✓ Under the direction of the judges, facilitate each component event of the contest and provide direction to the contestants throughout the competition
  - ✓ Provide support, understanding and guidance to all contestants in the competition.
  
- Give a farewell speech/presentation at the Queen Contest Awards Ceremony

## **General Duties and Responsibilities**

- Represent the Association in full rodeo/western attire with crown and sash in all requested activities including, but not limited to, parades, award ceremonies, media functions or events, fundraisers, etc.
  
- Send to each and every National Sponsor a Thank You Note for their support of the National High School Rodeo Association and the sport of Rodeo
  
- Send to each and every State Sponsor contributing \$100 or more a Thank You Note for their support of the IHSRA and the sport of Rodeo along with an invitation/schedule for them to attend one of the IHSRA in-state events
  
- Send to each and every sponsor of the Queen Competition or Awards a Thank You Note for their support of the IHSRA Queen, the Association and the sport of rodeo
  
- Serve on the IHSRA Board of Directors
  - ✓ Vote on behalf of the student membership represented
  - ✓ Present a Queen activities/update report at each board meeting
  - ✓ Present a Queen activities/update report at each student membership meeting held throughout the year
  
- Attend all In-State Rodeos and represent the Association
  - ✓ Coordinate, organize and oversee all grand entry activities insuring safety, and that all National Sponsors are properly recognized
  - ✓ At least one hour prior to rodeo start time and through the end of each rodeo, when not competing, be present in the stands in crown and sash. Queen is expected to talk with spectators, welcome them to the rodeo and sell fundraiser items and/or support other fundraiser activities of the Association
  
- Support the efforts, goals and endeavors of the IHSRA Board of Directors and the Student Officers/leadership within the Association

- Manage the Student Officer Fund
  - ✓ In coordination with the IHSRA Student Officers and Board of Directors, and upon their approval, utilize funds to support the efforts of representing the Association in the capacity of Rodeo Queen.
  - ✓ Coordinate, oversee and manage fundraising activities that replenishes the Student Officer Fund to the monetary level when position was assumed, or if monetary level was less than \$2,500, work to accomplish this minimum balance for the Student Officer Fund. Specific expected fundraiser activities include, but are not limited to 1) the Hoosier Horse Fair Booth where Association merchandise or other items of interest to those in attendance at the HHF are to be sold at a profit to replenish the Student Officer Fund 2) Sell items of interest to a rodeo crowd or those in attendance at a rodeo event at a profit to replenish the Student Officer Fund
  - ✓ Solicit Sponsorships necessary to replenish the Student Officer Fund to the monetary level when position was assumed. Specifically, Queen is expected to solicit and accomplish sponsorship of the crown and sash for the upcoming Queen.
  - ✓ Items expected to be purchased out of the Student Officer Fund include, but are not limited to: Crown for upcoming Queen, Association Banner, Association Flag, printed pictures of Queen to be used at Nationals, items for fundraisers to replenish Student Officer Fund.