



NEW ZEALAND PONY CLUBS ASSOCIATION INC.

JOB DESCRIPTION

TITLE:	D – B Level Pony Club Examiners
CRITERIA:	Financial or Life Member of a Club Hold and be familiar with the current 'Rules and Guidelines for NZ Pony Clubs Certificates Uphold the Fair Play Charter and dress in accordance with the Code of Dress Hold current copy of D to A Certificate Exam Sheets
D level	Be a minimum of 18 years of age Coach at the level or above Served probation of two D level examinations with an experienced Examiner Should have attended an Examiners Clinic
C level	Be a minimum of 18 years of age Served probation of two C level examinations with an experienced Examiner Attended a C level Coaches Course or hold B certificate
C+ - B level	Be a minimum of 21 years of age. Appointed onto the Examiners Panel by a National Coach after successfully completing a C+ or B examiners Clinic. Attend an Update Examiners Clinic at least every five years.
APPOINTMENT:	D Examiners - appointed by the Chief/ Head Coach of Club or Branch. C Examiners - appointed by the DC in consultation with the Chief/ Head Coach of Club or Branch and must not be from the same branch as any of the candidates. C + and B Examiners - appointed by the DC and the Chief/ Head Coach of Club or Branch in consultation with the Area Delegate to COM. They should come from another Club and must come from another Branch.
REMUNERATION:	According to the PP 4.20 D-B Certificate Examination Fees
PURPOSE:	To examine Pony Club Candidates at the appropriate level.
KEY TASKS:	<ol style="list-style-type: none">D and C To officiate at examinations in conjunction with co-examiner C+ and B To officiate at examinations in conjunction with co-examiner and the Technical Delegate.To make and check all arrangements relating to the examination with the organising Club in conjunction with co-examiner and Technical Delegate (as applicable).To ensure that a fair test is carried out, based on the test sheet and suggested guidelines in 'Rules and Guidelines' for Pony Club Certificates.To assist in the assessment of candidates prior to nomination to sit B Examinations (as applicable).To relate to the candidates and ensure that the examination is carried out in a positive and friendly atmosphere.

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Please refer to <http://www.nzpca.org/resources>
for any updates or new developments.