

MDC, Inc Technical Advisor
Rules and Information
(Revised 1/2007)

Rules governing MDC, Inc Technical Advisors:

1. A technical Advisor must be a current member of the MDC, Inc and have been approved by the Board of Directors. Board Approval should be renewed annually.
2. The technical advisor cannot be a member of the Show Committee for the competition in which he/she is to act as Show T.A.
3. It is recommended that the Technical Advisor not compete in competitions in which he/she is working and it is suggested that USEF guidelines be followed.
4. A Technical Advisor may charge a fee for his/her services. Any financial arrangement shall be considered a private matter, to be established between show management and the T.A. prior to the show and to both parties satisfaction. It is suggested that at a minimum, the show committee offer to reimburse the T.A. for travel and meal expenses. The Technical Advisor should expect to be provided meals and beverages necessary during the hours that he/she is on duty.
5. The Technical Advisor must have a copy of the current MDC, Inc Handbook with him/her on the date of the show. The T.A. must be knowledgeable of all sections of the Handbook and any revisions that have been published.
6. The T.A. must have a copy of the current USEF Dressage Competition Rules with him/her on the date of the show. However, the T.A. does not have to be a current member of the USEF.
7. The Technical Advisor must report any major problems or infractions of the MDC, Inc rules governing a (2) rated, approved show. The report must be made to the current President within 10 days of the date of the show. This is to allow the President notice of any impending complaints that the President of the Board may receive from competitors at the show.

The Technical Advisor shall be considered a representative of the MDC, Inc. Board of Directors and Officers and shall act in the best interest of the Club to assure that the original intentions for MDC, Inc (2) rated shows are met, which is to provide a correct learning experience, short of an USEF/USDF sanctioned show, for the competitor as well as the show committee.

General Rules of the MDC Technical Advisor

1. To assist and advise the show committee with respect to the preparation of its prize list, classes to be offered, selection of judges and any other assistance as may be needed, only when the show committee request such assistance.
2. To check the prize list received to assure that it has all required information of (2) rated shows, arena size, footing, stabling information and description, if available, T.A.'s name and information as may be deemed appropriate and desirable.
3. On date/s of show and preferably prior to the start of the show, to check that all statements made in the prize list were correct pertaining to arena size and footing, facilities available, classes/prizes to be offered, judges, etc.
4. It is advised that the T.A. be on the show grounds a minimum of 30 – 45 minutes prior to the start of the show if possible. The T.A. should not plan to leave the show grounds until after the last class has been completed and pinned. If an early departure is necessary, the T.A. may leave only with the approval of show management and only if prior arrangements have been made.
5. To assure that all MDC, Inc rules governing a (2) rated show are followed on the date/s of the show, which includes following all USEF rules governing dressage competitions, wherever possible and to every reasonable extent.
6. To inform the show committee of any errors or problems discovered prior to the start of the show or that may occur during the show, that could be corrected immediately without major difficulty to the show committee.
7. To assist management with decisions that may require major changes in class scheduling or ring changes should weather conditions/etc. make it necessary to do so. As the MDC, Inc representative, the T.A. shall have complete authority to waive particular MDC, Inc Rules regarding the (2) rated shows, including USEF rules that may be affected by the need to make major adjustments to accommodate unplanned situations.

8. The Technical Advisor may assist management in the show office with any jobs that may be needed, provided that show management has requested the T.A.'s help and that the T.A. is willing to do so.
9. To arbitrate any disagreements that may arise between show management and competitors fairly, only if asked to do so and in the best interest of the show overall.
10. To be able to answer any questions that a competitor may have pertaining to the MDC, Inc and any of the Club's programs or dressage competition in general, as the purpose of the schooling shows is to be educational.
11. Following the show, the T.A. should inform the show committee of any minor errors, or make suggestions that could improve the competition in the future. In a like manner, the T.A. should report any problems to the MDC, Inc Board within reasonable time, that the show committee may have had with MDC, Inc members, competitors or the MDC, Inc show approval program.

Qualifications to Become a Board-Approved Technical Advisor

Any MDC, Inc member interested in becoming a Technical Advisor should submit a written application listing the required experiences in the following paragraphs, and to indicate his/her willingness to abide by the rules as stated in this Handbook, as well as to attend any required forum. Applications should be sent to the current Membership/Records office. Applications will be checked against the membership records and forwarded to the MDC, Inc Board of Directors for consideration and approval.

1. Must have been an MDC, Inc. member in good standing and actively involved for a minimum of two years. It is not required to be or have been a Director or Officer for MDC, Inc Governing Board.
2. Must have a good amount of experience in show management, serving on committees of USEF dressage shows or at least MDC schooling shows with a (2) rating in such capacities as Chairman, Show Secretary, Show Assistants, etc. Experience must be with dressage competitions.
3. Must be well acquainted with and have good experience in USEF dressage competition rules, either as a competitor and USEF member for some years, or by having served on the committee presenting such shows.
4. Must be very knowledgeable of the MDC, Inc programs, preferably having served on or worked with committees that present MDC, Inc sponsored shows such as schooling shows, MDC Inc. Awards Program, etc.
5. Must be willing to attend a Technical Advisor's and Show Management Forum should one be offered by the MDC, Inc.