

# Club Youth Coordinators

## Reference Manual



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**Dear Club Youth Coordinator,**

Congratulations on having been chosen for a very important task – helping mold and guide the future of the Arabian horse industry through its youth. This online manual will help you get started or give you new ideas on how to best utilize all the tools the Arabian Horse Association (AHA) has to promote your youth and keep the Arabian horse industry flourishing for years to come.

Please read this manual to learn about guidelines you can follow on a local club level which impact the Arabian horse industry locally, regionally, and nationally. It will provide you with tools to make your job easier with information about the Arabian Horse Youth Association (AHYA).

With your help, AHYA and its youth programs will continue to grow rapidly and the future of the Arabian horse industry will be bright! Take the reins – and tell everyone about the endless possibilities the Arabian horse breed has to offer young people. Share with them your love and knowledge of the Arabian horse and what this magnificent animal taught you as you were growing up about responsibility, caring, patience, leadership, self-esteem, the list goes on and on.

*“Show me a youth who demonstrates kindness and empathy towards animals, and I’ll show you a future society with hope and promise.” – Toni Robinson*

Enjoy this exciting teaching experience! Remember – any goal is attainable if you only want to reach high enough to achieve it. Thank you for supporting the Arabian horse and its future!

Sincerely,

Brenna Whitlock  
AHA Youth Activities Coordinator

Debbie Himmel  
AHA Youth Committee Chair

*“Show me a  
youth who  
demonstrates  
kindness and  
empathy  
toward  
animals, and  
I’ll show you a  
future society  
with hope and  
promise.”*

*~Toni  
Robinson*

## Getting Started...

Wanting to start an Arabian horse youth club in your area takes more than patience, time, love of the breed, love of kids, commitment and knowledge – it takes passion.

*“Passion is a driving force, an energy that pushes you forward and compels you to act in the face of all obstacles. Passion moves you through the challenges and propels you towards your goals. It is a premium high-octane fuel for living.” – Ralph Marston*

If you truly have a passion for watching the magical things that occur when an Arabian horse and a child grow together, you will be an excellent club youth coordinator.

This online manual will be a useful tool to you in the Arabian horse industry. It will serve as a comprehensive resource for ideas, programs, and contacts. If you are interested in getting a general horse industry youth leaders manual that has educational lesson plans in it and sample questions and answers, contact the American Youth Horse Council (AYHC). This nationwide horse youth leadership organization offers several publications which address a wide range of topics, including equine care and management, activities, lesson plans, and much more! Please visit the AYHC website at [www.ayhc.com](http://www.ayhc.com) or call 817.320.2005. (Be sure to tell them AHA sent you!)

### AHYA Constitution

Begin by making yourself familiar with the AHYA Constitution. It is published in the AHA Handbook each year, which can be found on [ArabianHorses.org](http://ArabianHorses.org) by clicking on [“Membership Forms”](#).



*“Passion is a driving force, an energy that pushes you forward and compels you to act in the face of all obstacles. Passion moves you through the challenges and propels you towards your goals. It is a premium high-octane fuel for living.”*

*~ Ralph*

*Marston*

## Youth Programs & Activities

AHA Offers a wide array of programs and activities for youth of all ages, talents, and interests. Find out more online at [ArabianHorses.org](http://ArabianHorses.org)!

### Youth Membership

If you are under the age of 19 as of December 1 of the previous calendar year, you are eligible to become a member of AHA for only \$20 a year in the U.S. As a member of AHYA, you will receive:

- Voting privileges through AHYA
- Liability insurance with purchase of competition card (U.S. residents only)
- Showing privileges when purchased with a competition card (needed for all AHA and USEF recognized shows)
- AHA programs eligibility
- Registration Discounts
- Members Only access online
- AHA Handbook
- AHYA insider emails
- Discounted subscription to Modern Arabian Horse magazine
- Eligibility to participate in Incentive Programs

Click [here](#) to join AHYA

### Hippology Contest

This educational contest is held at the Youth National Championship Horse Show each year. Contestants are able to test their knowledge of horse anatomy, nutrition, physiology, tack, etc. The Hippology contest consist of four age groups; 9 and under, 10-13, 14-18, and 19 and over. No deadline, enter at the contest itself. Click [here](#) for more information.

### Amateur Achievement Awards

Sign up so amateur youth points are tracked automatically throughout the year every time youth compete in AHA shows and rides, as well as some open events. The overall winner receives a gift certificate from the official program sponsor and coverage in *Modern Arabian Horse*. Click [here](#) for more information.

*Teaching*

*Important*

*Life-Skills*

*and Values*

## Youth Programs & Activities

### Arabian Horse Judging Contest

This contest is held in conjunction with the U.S. National Championship Horse Show each year and continues to be one of the most prestigious youth events across the country. Arabian youth, 4-H, FFA, and college teams have the chance to judge confirmation and quality of some of the finest Arabians in the country. Scholarships and spectacular awards are given at a prestigious awards breakfast the following day. Entries are due September 22<sup>nd</sup> of each year.

### Regional Youth Team Tournament

This program offers youth in each region the opportunity to compete in both recognized and non-recognized events, develop a feeling of camaraderie and sportsmanship and have fun! Team points are accumulated throughout the year by team members placing in their designated classes. Year-end awards are provided to the highest scoring team in each region. Team entries are due February 1<sup>st</sup> of each year. Results are due December 15<sup>th</sup> of each year.

### Youth of the Year

One outstanding youth, per calendar year, will be selected for his or her achievements and contributions to the Arabian horse industry, AHA and his or her community. Applications are due September 1<sup>st</sup> of each year.

### AHA Youth Website

Select "Youth" on the AHA website and check out everything that's going on! The site showcases featured events, current youth news, fun pages, Who's Who, and even contest results. This site tells you everything you need to know about AHA youth programs and even has forms you can download for contests and events.

### FAQs

Memberships, entries, and program enrollments can be completed online in most instances. Forms and more information can be found online at [ArabianHorses.org/youth](http://ArabianHorses.org/youth).

*Don't hesitate  
to create local  
activities  
based on  
national  
activities to  
increase youth  
participation  
in your  
regions!*

## Arabian Horse Youth Association Goals

Arabian Horse Youth Association was founded in 1994 to instill leadership, foster camaraderie, provide organization and promote a sense of community to Arabian horse youth. It is modeled after its parent association – the Arabian Horse Association.

The AHYA Board of Directors is made of a Regional Youth Director from each region, plus five Executive Officers (president, vice president, treasurer, secretary, and immediate past president). These Executive Officers are elected annually at the AHYA Convention held at Youth Nationals.

This association has national working committees. These youth committees have chairs, who oversee committee progress. The committee chairs take ideas back to the AHYA Board, with can then pass motions on key issues affecting the Arabian horse youth community. The AHYA Board then presents these motions to the AHA Board, Committees and Commissions through the Youth Committee for final approval.

### AHYA Convention

The AHYA convention is held once a year just before the start of Youth Nationals. Here youth delegates from clubs across the U.S. & Canada come together to talk about issues ranging from showing to promotions to fundraising. It's a great way to meet new friends and get involved! All AHA Youth members are welcome. To find out more about the AHYA Convention please visit [ArabianHorses.org/youth](http://ArabianHorses.org/youth).

### AHYA Goals

- Promote the Arabian, Half-Arabian, and Anglo-Arabian horse to interested youth.
- Increase youth membership within AHYA
- Promote additional youth classes and programs at the regional and local levels.  
Develop regional and local AHYA clubs
- Create and develop liaisons to numerous AHA committees and other associations including USEF, North American Riding for the Handicapped, Pony Club, 4-H and FFA
- Increase availability and promotion of educational programs and seminars for youth members
- Work to bring Youth Nationals to its fullest potential in conjunction with the Youth Nationals Show Commission
- Increase communication with all youth members of AHYA
- Expand and enhance AHYA programs
- Develop fundraising programs for underwriting youth activities, scholarships, and educational programs.
- Promote youth internship programs and college/university programs directed towards equine education
- Promote and encourage participation in Distance and Competitive Trail Rides

*Increase Youth*

*Membership*

*in the Arabian*

*horse Industry*

## AHA Rules of Conduct

AHA Handbook Ethics 104. Rules of Conduct

1. No person shall attempt to influence the actions of the Probable Cause Panel, the Ethical Practice Review Board, or the AHA Board of Directors; or any member of the Probable Cause Panel, Ethical Practice Review Board, or AHA Board of Directors by duress or intimidation of any sort.
2. No person shall communicate or cause or initiate any communication with any member of the Probable Cause Panel, or any member of the Ethical Practice Review Board concerning the substance of a complaint until after the hearing and a decision is rendered. No person shall attempt to influence a member of the Probable Cause Panel or a member of the Ethical Practice Review Board with respect to any complaint except through oral or written presentations presented to the entire group in accordance with the Rules and Procedures for the Ethical Practice Review Board. (Res. 38-94)
3. Unless prior written approval has been obtained from AHA, no person or organization shall schedule an Arabian Horse Event which occurs during the same dates as AHA National Championship Shows, and the AHA Annual Conventions (Adult and Youth) within a 250-mile radius of those events.
4. The word "International" and "Arabian Horse Association" shall not be used in connection with shows, sales, or other Arabian Horse activities that are not officially Recognized and/or sponsored by the AHA.
5. No person, company, or other entity shall use AHA logos and/or symbols without receiving prior written permission from the Board of Directors or its designee. Horse shows or events which receive AHA recognition will automatically be allowed to use the AHA logo to signify that recognition in premium lists, programs, and advertisements for the show or event. Members, Member Organizations, or Regions of AHA will be allowed to use the AHA member logo to signify their participation in the Association in accordance with guidelines established by the Board of Directors. Any use of AHA logos and/or symbols which implies approval, sanction, or sponsorship by AHA without written permission is prohibited.
6. Mistreatment and neglect of any Arabian Horse is prohibited. Mistreatment includes every act or omission which causes, or unreasonably permits the continuation of, unnecessary or unjustifiable pain or suffering. Neglect includes failure to provide food, water, protection from the elements, opportunity for exercise, or other care which is normal, usual, or proper for a horse's health and well-being. indicates rule change 12
7. Members shall not offer a horse capable of reproduction for breeding, transfer of ownership, or lease if the horse is known to such member to be a SCID carrier, a Lavender Foal Syndrome (LFS) carrier, a cerebellar abiotrophy (CA) carrier, or to be affected by CA or be a homozygous or heterozygous affected by Hyperkalemic periodic paralysis (HYPP) without disclosure of that horse's SCID, LFS, CA or HYPP status to all parties to the transaction. (Res. 3-09, Res. 4-09, Res. 4-10)

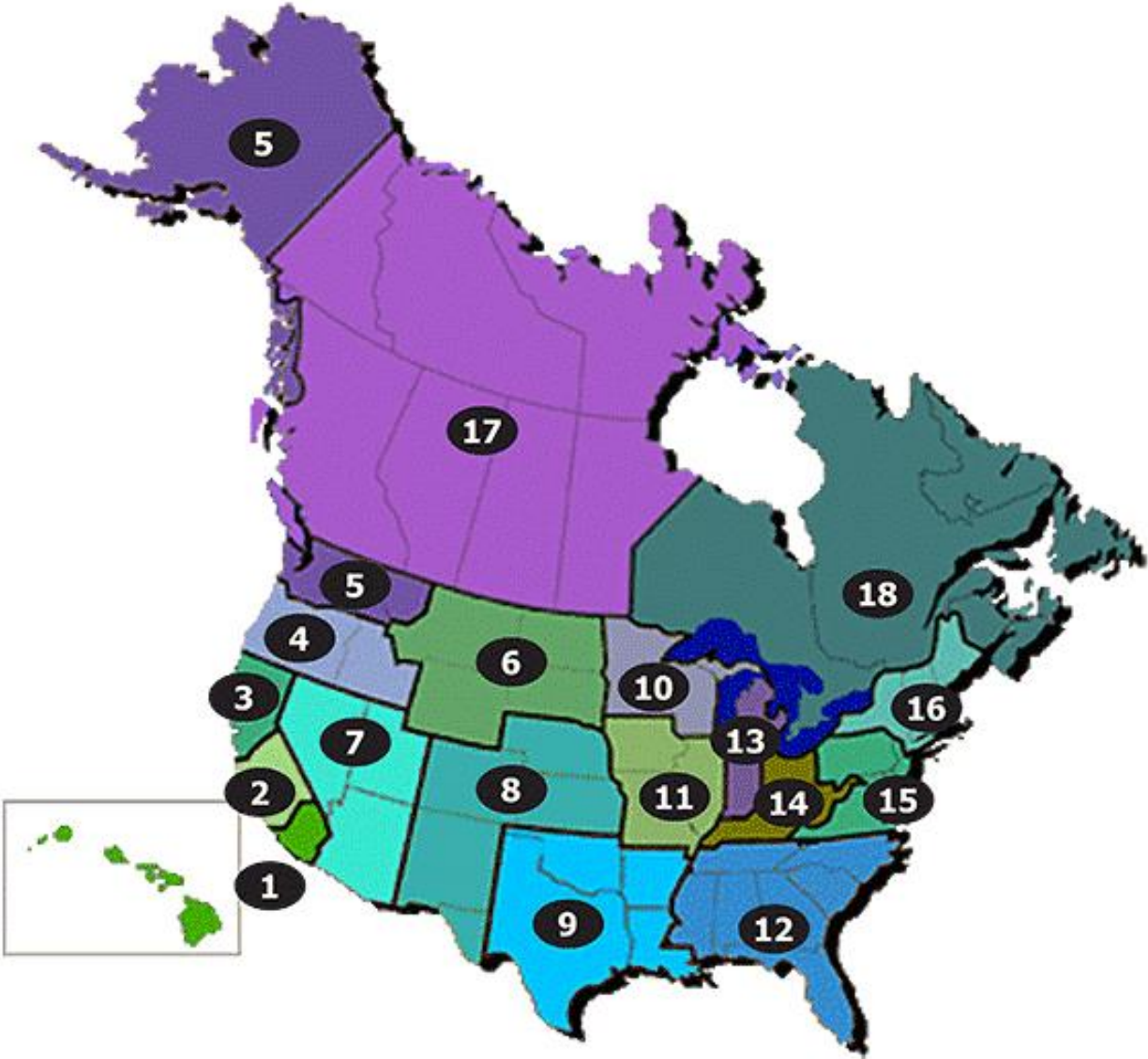
*"The remarkable thing is we have a choice everyday regarding the attitude we will embrace for that day."*



## **AHA Rules of Conduct cont.**

8. An owner of any mare that produces affected SCID, LFS, CA or HYPP offspring shall immediately notify the stallion owner of a foal's positive SCID, LFS, CA or HYPP diagnosis and cooperate fully with the stallion owner's reasonable efforts to verify that finding. (Res. 3-09, Res. 4-09, Res. 4-10)
9. Members, their employees, and their agents shall not perform surgical procedures, or aid, instruct, or conspire with another to perform surgical procedures, or employ another to perform surgical procedures which conceal genetic defects or undesirable traits, unless such surgery is needed for medical therapeutic reasons as attested to in writing by a qualified veterinarian, in an animal to be shown, used for breeding, or sold as a breeding animal.
10. The rules of the Arabian Horse Association (AHA), the Canadian Arabian Horse Registry (CAHR), the U. S. Equestrian Federation (USEF), and Equine Canada (EC) are hereby adopted by reference as a part of this Code of Ethics and Sportsmanship.
11. An exhibitor's intentional conduct at an equine event shall not adversely affect the exhibition or ride of any other exhibitor's horse at the event.
12. Non-winners of ribbons in any class shall remain in the ring until excused or until the ribbons have been awarded and the winners have left the ring.
13. The individual member(s) acting on behalf of a Member Organization who directly contact or employ a judge shall not show or have their horses shown before that judge in that show for which the judge was employed.
14. No one shall attempt to influence judges by telephoning, writing, sending pictures, or by any other means before or during events that the judge has been employed to adjudicate.
15. Judges and stewards shall exhibit the highest standard of integrity at all times, and decisions shall not be made based upon improper influence.
16. Rules which appear in the USEF Rule Book (in the U.S.) or the EC Rule Book (in Canada) regarding conflicts of interest for judges and exhibitors shall govern AHA.
17. Judges shall comply with AHA contractual requirements, USEF rules (in the U.S.), and EC rules (in Canada) with regard to contact with persons at an event.
18. Judges shall report to the steward or event management any improper approaches or contact by persons at an event.
19. Members shall not misappropriate the assets or funds of AHA, AHA Regional organizations, and/or AHA Member Organizations. (Res. 42-91) (Res. 40-94)
20. No person shall communicate or cause or initiate any communication in regard to information obtained from the AHA Commissioner's office in violation of any confidentiality Agreement which they have executed. (Res. 24-00)
21. It is unethical to transfer or assist or facilitate in the transfer of a horse with the intent to circumvent the purpose of the rules regarding ownership of horses shown in amateur and/or junior owner classes. It is unethical for any AHA member to not provide information relating to the transfer in question that is requested by the Probable Cause Panel or the Ethical Practice Review Board. (Res. 3-12)  
In determining whether the transfer was unethical, the EPRB may consider among others, the following: (Res. 3-12)
  - a. Horse ending up back in the previous owners name within a year of the original transfer.
  - b. Horse being transferred at less than fair market value (owner to provide proof of the sales amount).
  - c. The fact that prize money went to a person other than the owner or family member.
  - d. The fact that the owner or family member did not pay the expenses relating to the upkeep and showing of the horse.

Maps Regional



## Contact a Youth Leader

As a Club Youth Coordinator, you have an extensive network of fellow youth leaders available to help you.

### **AHYA Leaders**

Regional Youth Coordinators are adults responsible for helping coordinate and support youth efforts within their region.

AHYA Board Members are youth members responsible for directing and supporting youth members, activities, and plans at the local, regional and national level.

Contact an AHYA Board Member or Regional Youth Coordinator from [ArabianHorses.org/youth](http://ArabianHorses.org/youth) by clicking "Who's Who"

Reach a regional level member of the Youth Committee by referencing the AHA Handbook.

### **State Horse Council & State Horse Extension Specialists**

State Horse Council and State Horse Extension Specialists will have the contact names and information for all the equine clubs in your area such as Pony Club, 4-H, FFA, NRHA, all breed horse clubs, etc. These organizations also have listings of clinicians in your area you could contact to attend your club meetings or special activities. Often these associations will have a listing of those involved in horse judging in your area that would help you get a judging team started. Also, let them know what AHYA has for youth and give them your club's information so others can contact you.

Click here to download the PDF for [State Horse Councils](#).

Click here to download the PDF for [State Horse Extension Specialists](#).

## Club Youth Coordinator Guidelines

Below is a brief list of local, regional, and national level responsibilities for an AHA Club Youth Coordinator.

### Local Level

Local-level mission for AHA Club Youth Coordinators: To promote the Arabian horse and AHYA programs to interest youth and to increase your club's youth membership and AHYA membership.

### Support

Develop a strong youth membership within your Arabian horse club.

### Organize

Create club bylaws or adopt the adult club bylaws as your own. Elect youth officers as needed. Have the adult positions held youth mentors.

### Communicate

Communicate at least twice monthly. Have a Youth meeting at least once a year. Begin a regular youth newsletter by email or snail mail. Mailing labels are available for purchase from AHA.

### Involve

Encourage each youth member to get involved with all AHYA youth programs. Create a youth judging team within your club. Organize a Regional Youth Team Tournament team for your youth club. Get involved with the AHA Youth Committee.

### Volunteer

Have youth members help at shows or rides your club puts on, such as working in the cook shack, doing fundraisers, working the gate, helping the cleanup crew, working in the show office, etc.

*Each Region  
and club is  
unique and  
activities will  
vary among  
organizations.*

## **Club Youth Coordinator Guidelines**

### **Outreach**

Encourage your youth members to communicate with others about Arabian horses and AHA. This would include working at an all-breed horse show, helping with a horse fair booth, and so on. Speeches given to other groups are a wonderful way to connect with people, too (sample speeches are provided later in this manual). Consider implementing an incentive program recognizing these types of efforts.

### **Regional Level**

#### **Network**

Get together with other Arabian horse youth clubs in your area and have all the regional youth and leaders meet once or twice a year for brainstorming and camaraderie. Organize this meeting with your Regional Youth Director during your regional show and/or regional mini-convention if you have one.

#### **Fundraise**

Help with regional fundraising projects that then trickle down to help support all youth clubs in your area.

#### **Promotion**

Guide youth in your club to go outside the horse industry to attract new potential Arabian horse owners and members for your club and AHYA. Have your youth speak about the Arabian horse at local meetings for scout troops, key clubs, honor societies, etc. (sample speeches are provided later in this manual).

#### **Outreach**

Guide youth in your club to promote membership in your club and in AHYA by attending 4-H, FFA, Pony Club, NRHA, USDF, and other all-breed horse clubs in your area. Many of these clubs have youth (and adults) in them that ride Arabians but may not know your club exists, or think AHA membership is only if they show. There are many non-showing programs for them and also programs for those that compete in open shows.

## **Club Youth Coordinator Guidelines**

### **National Level**

#### **Communicate**

Send copies of articles you write on the youth activities of your club for your club newsletter, local paper etc. to the AHA Youth Department.

Use advertisements in your club or region newsletters to let Arabian horse youth know about the opportunities available to them with AHYA youth programs.

Contact your adult delegate to discuss youth issues to make sure they are brought up at the annual AHA Membership Convention.

Submit your club's youth information and updates to be included in any general regional communications.

#### **Involve**

Inform youth in your club about Arabian horse industry scholarships available to youth members.

Let your youth members know that any of them can be on a national AHYA committee. At convention they need to sign up for which one interests them. Guide your youth members in learning how to run for your regional youth director position and AHYA Executive Committee offices.

#### **Fundraise**

Help with AHYA national fundraising projects by sponsoring a youth activity, donating items to the AHYA Silent Auction at AHA Convention, bidding on items, buying raffle tickets for the AHYA raffle fundraiser, sponsoring the Youth Nationals Qualifier T-Shirt, etc. Visit [arabianhorses.org/youth](http://arabianhorses.org/youth) for a sponsorship opportunity.

## **Club Youth Coordinator Schedule**

### **January**

- Schedule youth meetings in conjunction with adult club meetings
- Develop a budget for your youth club to give to the club treasurer
- Work with other Club Youth Coordinators in your region to establish a schedule of meetings for the year
- Turn in RYTT applications to your team tournament secretary if you are planning on showing before the February 1 deadline

### **February**

- 1 – Deadline for the Regional Youth Team Tournament applications to AHA
- Contact 4-H clubs, Pony Clubs, FFA and all other horse breed clubs in your area to set up times to speak at their meetings. You can use any of the information from this online manual, including the sample speeches provided.
- Contact non-horse groups such as the Scouts and Key Club to arrange times to speak about the Arabian horse at their meetings.

### **March**

- Start searching for AHYA Silent Auction items to donate at AHA Convention benefiting AHYA and its youth programs
- AHYA board meeting in Aurora, CO
- Start looking for Youth Nationals Qualifier T-Shirt Sponsors

### **April**

- 1 – Deadline for Arabian Horse Foundation Scholarship application
- Organize and help with your club's shows, fundraisers, trail rides, etc.
- Work on Youth Nationals Qualifier T-shirt Sponsors

### **May**

- Work on Youth Nationals Qualifier T-shirt Sponsors

### **June**

- 1 – Deadline for eligibility to vote at AHYA Convention
- 1 – Youth Nationals Qualifier T-Shirt Sponsors Due
- 15 – Deadline for AHYA officer candidate applications

## Club Youth Coordinator Schedule

### July

- AHYA Board meeting & committee meetings , Oklahoma City, OK
- AHYA Convention general session
- Youth Nationals
  - Help with AHYA activities at Youth Nationals
  - New AHYA Board will make over following AHYA Convention

### August

- Canadian Nationals, Branden, Manitoba

### September

- 1 – Deadline for Youth of the Year applications
- Sport Horse Nationals (rotates East and West regions)
- 22 – Deadline for Arabian Horse Judging Contest entries

### October

- U.S. Nationals, Tulsa, OK
  - Help with AHYA fundraiser/AHYA raffle
- Arabian Horse Youth Judging Contest
- Arabian Horse Youth Judging Contest awards breakfast

### November

- 1 – AHYA Silent Auction items due to AHA
- AHA Convention

### December

- 15 – Regional Youth Team Tournament Winners Report forms due to AHA from the Team Tournament Secretary in your region

*Happy Holidays*

*Creating a  
Future  
Generation for  
the Arabian  
Horse Industry*



## Get Going

Not that you are familiar with AHA, AHYA, programs and opportunities available to your youth members, Get Going with these great ideas!

### Public Speeches

Encourage your youth members (and perhaps interested adults) to give presentations to other organizations and groups. These need not be horse organizations, since horse lovers wanting to expand their involvement are everywhere!

### Sample Arabian Horse Informational Speech

This is just a sample speech to provide your youth members; they can expand upon this speech as necessary when presenting it to other youth clubs and horse clubs. Remember to add interest with the use of visual aids! It is also recommended that you pass out promotional materials, which you can request from [arabianhorses.org](http://arabianhorses.org) under "Marketplace"

**Introduction:** Hello, I am (your name) and I'm the (your region) Youth Director for the Arabian Horse Youth Association. Region (your region) includes (list the states). Today I am going to talk to you about the Arabian horse, the association that revolves around this great breed, and how you as youth interested in horses can get involved. The Arabian is the oldest breed of horse and has been pure for centuries. Almost all modern horse breeds have Arabian horse blood in them.

It's only natural that people are drawn to the Arabian horse. Its inquisitive nature, elegant dished face, large eyes and personable attitude are some of the characteristics that make the Arabian horse so special.

**1<sup>st</sup> point:** From the Bedouin era in the Middle East to the modern day, the Arabian horse is a versatile and beautiful animal to behold.

During the Bedouin era, Bedouin warriors prized their horses, especially mares, above all of their possessions and even their family. It was not uncommon for Arabian mares to share a tent at night with their master and his family. This treatment has inbred a love of people into the Arabian horse.

**Transition:** And people love Arabian horses, as much as Arabian horses love people. The association that helps bring these magnificent horses together with their human owners is the Arabian Horse Association.

**2<sup>nd</sup> point:** Arabians excel in all areas of competition and make terrific friends and trail companions. The Arabian Horse Association is an organization dedicated to the Arabian horse breeds, with more than 40,000 members throughout the U.S. and Canada. Located in Aurora, CO, AHA approves over 400 shows and distance riding competitions in the United States and Canada every year. AHA formulates rules and regulations for the Arabian horse community, disseminates breed information, sponsors four national Arabian horse shows and administers the Arabian, Half-Arabian, and Anglo-Arabian registries. Purebred Arabians must be verified as the offspring of horses registered as Arabians with the Arabian Horse Association or a recognized foreign registry. Only those horses whose lineage can be traced back to the deserts of the Middle East are eligible for registration as Purebred Arabians. Half-Arabians can be registered as long as one parent is a registered Arabian, while the other parent can

be of any other breed or type. Anglo-Arabians may be any combination of registered Arabian or Thoroughbred provided there is no more or less than a certain percentage of Arabian blood in them.

**Transition:** If you become a youth member of AHA you are automatically part of the Arabian Horse Youth Association.

**3<sup>rd</sup> point:** AHYA has been in existence since 1994 to serve the over 5,000 youth members of the AHA. It has a 23-member Youth Board comprised of five executive youth officers and 18 regional youth directors. This Association is for anyone under the age of 19 that loves horses. You do not have to own an Arabian horse, or any horse at all to benefit from AHYA.

AHYA has numerous youth programs available to its members for those who show, trail ride or even write stories about Arabian horses. These programs include: youth membership in the AHA, the Amateur Achievement Awards Program, the Regional Youth Team Tournament, the Youth of the Year program, and the Arabian Horse Youth Judging Contest. Spectacular prizes and awards are given for each of these contests.

A youth membership with AHA is \$20 per calendar year. The benefits include; the chance to serve on the AHYA Board of Directors, the opportunity to participate in youth programs, the right to vote on issues affecting Arabian horse youth, the ability to show in AHA shows, access to the Members Only portion of the AHA website, and a discount subscription to the Modern Arabian Horse magazine and the AHYA Insiders.

**Review:** This is a brief introduction to the Arabian horse, the Arabian Horse Association, and the Arabian Horse Youth Association.

**Conclusion:** If you would like more information about the Arabian horse, AHA or youth programs please see me afterwards for handouts. Thank you for your time.

## **Speech Demonstration**

Some of your youth members may also be involved with FFA, Pony Club, 4-H, etc. Many of these youth will already know about Speech Demonstrations. For those of your kids interested in public speaking and doing demonstrations this is a great learning exercise for a club meeting or a great club youth contest!

### **Pick a Topic**

Pick something you like to do or know how to do  
Narrow that idea down to a single subject  
Narrow down subject to a single topic  
Narrow down topic to a specific idea  
Write down what you want to show/teach others how to do  
Create a title for your speech

### **Write the Speech**

Know the rules and limitations for any competition you enter.  
Research the topic for facts and information using books, magazines, talk with professionals, surf the internet, etc.  
Write a basic outline to get an idea of what to say  
Refer to the Sample Information Speech for specific guidelines

### **Create a Visual Aid**

Create a title poster with the title of the demonstration  
Find areas in the speech where posters can help clarify a point  
Create posters that list all ingredients, materials or steps  
Use materials or ingredients large enough for all to see

### **Practice and Put it All Together**

Write important points onto note cards  
Have your visual aids placed into a logical order  
Present the demo first to friends or family members for constructive criticism, and to time the speech for length  
Give the speech in front of a video camera so that you can note any nervous habits or language mistakes

### **Helpful Hints for Competition**

Double check that you have everything before the demonstration  
Bring extra poster board and markers  
Pack demonstration in something easy to transport  
Dress for success  
Inspect the presentation room for space constraints, table or easel availability, etc.  
Smile, relax and have fun. This is a great learning experience!

## Ideas

### Club Activities

Have your youth club put on a local trail ride, moonlight ride, Christmas caroling on horseback event, or something else for your club that don't show. Also, keep in mind that great youth get-togethers don't have to involve horses at all! How about going to a local water park, the movies, or another experience where there is not a horse in sight and the youth can get to know each other outside of the equine world? Have your youth identified what interests them so they make the choice! See below for more club activity ideas.

**AHYA programs** – Find out about the many youth programs AHA youth members can participate in through the youth website.

**Farm Visits** – Many local farms welcome youth visits. Ask people you know if they would be willing to host your youth members, or find a Discovery Farm from [ArabianHorses.org/get local](http://ArabianHorses.org/get local)

**Training/Riding Clinics** – Trainers and instructors are often willing to take the time to put on a clinic for youth. Topics could include a wide range of interests from the recreational rider to advanced horsemanship and showing techniques. Consider safety, grooming, facility use, sportsmanship, professional opportunities in the horse industry, or whatever else you can think of! A similar idea is to ask one or more trainers to put on a clinic as a youth fundraiser.

**Judging Clinics** – Invite a carded Arabian horse judge or experienced horse judging coach to help educate team members for competition, or better inform exhibitors and spectators.

**Veterinary Clinics** – Local veterinarians are usually very willing to speak to youth groups on a wide variety of equine health subjects.

**Breeding Clinics** – A larger local breeder and/or veterinarian would be the best source for this. Topic ideas include broodmare and stallion management, problem mares, natural and AI breeding techniques, genetics, foaling, and care of foals.

**Nutrition clinics** – Ask a feed company or feed supply store to put you in touch with a nutritional expert.

*These activity*

*ideas are*

*meant to*

*encourage*

*involvement*

*and*

*participation*

*from your*

*youth. You are*

*encouraged to*

*create new,*

*innovative*

*activities.*

## **Ideas cont.**

**Exhibitor Fashion Clinic** – Educate your youth on proper show ring attire and flattering show styles for horse and exhibitor. Invite a large equine store or clothing specialist, or organize it yourself. Use the kids as demonstrators or models, which will encourage their participation and interest. You may want to hold a used clothing sale or swap, too!

**Equipment Program** – A trainer or well-educated representative from a tack store could inform on: selection of pleasure equipment, training equipment or show equipment with respect to riding style, horse type, and experience; equipment adjustment for horse and rider; care and maintenance of equipment. Consider holding this program with a tack swap or used tack sale.

**Record Keeping Program** – Access a fellow club member who is actively involved in the horse business and keeps excellent records. Show kids how to keep health records, award records, and financial records, including budgeting.

**Photo Clinic/Contest** – You can hold a local photo contest! Kick it off with a mini clinic on use of the camera, photo content, getting the most out of a subject, etc. Ask your clinician to judge the contest.

**Volunteers Recognition** – Set up a point or hour award system to encourage volunteerism at horse shows and other events.

**Pizza or Pool Party** – Such parties can be held during a show, an adult meeting, or just as a social event by itself.

**Horse Shows** – Take field trips to shows of other breeds.

**Theme Party** – Hold a Halloween party, Christmas Barn party, Valentine's Day dances, and so on. Play volleyball in the arena, do teambuilding activities, or any other non-horse related activity.

**Field Trips** – Plan day trips to see horse-related activities such as the Lipizzaner's perform, a horse pull, a polo match, or a race track.

**Trail Rides** – Plan a trail ride and cookout. Include families and friends and plan a time for your group to get together to eat, sing around the campfire, play games, or tell stories.

**Retreat** – Organize a youth retreat for a day or a weekend. Host it at a friend's cabin, or if the group is larger, at a summer camp (inquire about renting a facility for a few days). Give participants a checklist of items to bring such as clothes, sleeping bag, food, etc. Plan games, teambuilding, and lots of fun!

## **Ideas cont.**

**Handicapped Riding** – Visit and volunteer for a day at a program for handicapped riders.

**Nursing Home Visit** – Schedule a visit to a local nursing home with videos, pictures, and even a gentle horse you trailer in for petting.

### **Youth Horse Show**

Some Regions host all-youth shows each year. Find out if there's an All-Youth show in your area by viewing a complete Recognized Competition list on ArabianHorses.org Event Calendar or contact your Regional Youth Coordinator on the youth website under "Who's Who".

The show managers and volunteers who put on these shows are very receptive to answering questions and helping other Arabian horse youth clubs around the country get started putting on all-youth shows. Because shows are very busy, though, you might just want to exchange contact information so you can visit at a better time.

### **Fun Show**

An all-breed fun show can be a big hit! These draw the local community, are normally not as competitive as a rated show, and provide a great stepping stone to more serious competition. If you need to know more about how to put on a fun show, please order your copy of the AHA Fun Show Kit from Arabianhorses.org under "Marketplace". It will give you step-by-step instructions of how to put on a fun show from start to finish, a sample class list, a sample prize list, sample judges' cards, class sheets, entry forms, etc.

### **Regional Youth Retreats**

Want to get all the youth from all the clubs around your region together for brainstorming, camaraderie and just having a good time? Follow in the footsteps of other AHA regions and start your own regional youth retreat.

*Share stories  
of your  
successful  
activities with  
the AHA Youth  
Department*

## **Ideas cont.**

### **Youth and Distance Riding**

Distance riding is an equestrian sport that involved a horse and rider team traveling long distances (typically 25 miles or more in a day) over varied terrain. This growing sport encompasses several types of competitions that are all uniquely suited to Arabian, Half- and Anglo-Arabian horses due to their incredible endurance and soundness. Find out more about Distance riding from Arabianhorses.org under “Competition/AHA Recognized.” AHA has a guide book available for purchase called *To Finish is to Win – A Manual for the Beginning Distance Rider*. Order it from Arabianhorses.org under “Marketplace”.

Once you have a group of riders ready to try this sport, consider hosting a small competitive trail ride or endurance ride. It can be a “fun version” or one designed as a learning experience. The key is to find a veterinarian who has judged the specific type of ride that you are considering holding.

### **Youth Horse Judging Team**

Youth Horse Judging teaches participants to judge horses objectively, organize their thoughts, and effectively articulate a well-organized defense. Often an excellent opportunity to build knowledge useful in the show ring, horse judging also provides youth with the chance to build confidence, learning skills, and lifetime friendships. Most contests offer great prizes and some, including the national level AHA Arabian Horse Youth Judging Contest, have scholarships! Horse Judging can be an active interest for Arabian horse, 4-H, FFA, Junior College, and Senior College youth. Find out more on Arabianhorses.org/youth

### **Hippology Contest**

If you are looking for an educational contest for both you and adult club members, Hippology may be for you! A written test of general and breed-specific horse knowledge, this type of contest allows book smart and horse smart people to go head-to-head. Quizzing stations often include, tack, and feed, breeds, diseases, and structure. A National Arabian Horse Hippology Contest is held each year at Youth Nationals.

## Fundraising

All local youth clubs need money for their activities and programs. While some clubs are able to provide some financial support, many youth activities are required to be self-supporting. Your club will probably ask you, the youth leader, how you plan to raise funds to support youth activities. Face the daunting prospect of raising funds and answering funding questions by following these steps.

### Plan

Decide what you need to raise money for

Determine the amount of money needed

Identify the tasks associated with these decisions

Organize people to fulfill these tasks

Choose fundraising activities

Establish a timetable

### Work with Volunteers

List specific jobs

Break down jobs into simple and specific tasks

Ask generally or individually for each person's help (remember to ask the kids!)

Involve as many people as possible

Reward and thank volunteers for their assistance

Review who did what and how to improve the process in the future

### Fundraising Ideas

These fundraisers have worked for Arabian horse youth clubs across the United States and Canada. Remember, these are ideas. Please feel free to be creative!

Silent Auctions – These are legal in any state or province and as long as you get donated items, you can make quite a bit of money with relatively little inconvenience. You will need bid sheets for each item and a form to sign up bidders. It is better to use bidder numbers rather than names so that bids can be anonymous until the close of the auction. Plan the silent auction time and location carefully to ensure serious bidders will be in attendance. Popular hosting events for silent auctions include year-end banquets and regional shows.

*Successful*

*youth*

*fundraisers*

*cost little to*

*run, are well*

*promoted,*

*carefully*

*planned, and*

*appropriate to*

*their*

*audience.*



## Fundraising cont.

**Raffles** – The potential to make money on donated products can be higher with raffles than silent auctions because it costs each person very little to buy a chance. However, in many states and provinces, raffles and other games of chance are not legal (or you need a license in order to run one). Contact your local government games and licensing division to find out the requirements for where you live. The success of your raffle will be dependent on good publicity and having lots of volunteers to sell tickets! *Involve youth by having them choose responsibilities. Allow them to take ownership of – and pride in – their success!*

Involve youth by  
having them  
choose  
responsibilities.  
Allow them to  
take ownership  
of – and pride in  
– their success!

**Grocery Store Merchandise Certificate Programs** – A bulk discount is offered to organizations that pre-purchase certificates. Your club pays a discounted amount for the certificates then sells them to members, neighbors, and friends at the actual value, and your club garners the profit. Many little leagues and scout troops use this fundraiser, as everyone has to buy groceries! Contact your local grocery store food chain for more information.

**Event Kickbacks** – If your club puts on local rides, shows or clinics, your youth club could help with these events and ask for a portion of the profits to come back to your youth club as a fundraiser. This can be a win-win situation as the show can save on hired labor and the youth can earn for their activities!

**State Horse Fair** – Contact your state horse extension specialist or state horse council to find out the time and location of your local fair. You could have a booth there on the Arabian horse and hand out promotional material. Order your promotional material from [Arabianhorses.org](http://Arabianhorses.org) under “Marketplace”. You could also sell items from the booth (buy them at a discount through the above mentioned organizations and then sell them for a profit).

**Jackpot Classes** – Make arrangements with a local or regional show to have a fun jackpot class. A portion of each entry fee is paid out to the winner of the class, with the remainder benefiting your youth programs. Examples of fun jackpot classes are egg ‘n spoon, bareback dollar bill, men’s sidesaddle, funny costume class, etc. See *Fun Show Kit* for more ideas (available online from [arabianhorses.org](http://arabianhorses.org) under “Marketplace”).

## **Fundraising cont.**

**Candy Sales** – Contact your local Little League or Scout Group to find out where to get candy. Normally, you receive \$0.50 for each \$1 candy bar sold.

**Braiding/Banding** – Take kids with solid braiding/banding skills to events where they can braid or band horses for exhibitors. Split the profits between your club and youth exhibitors.

**Special Events** – Host special events at a member’s house or barn. Ideas include having a Haunted Farm; with can be a great success with the right investment of creativity, commitment, and publicity. What about sleigh or wagon rides around the holidays?

**Contract Labor** – Contract your youth members to work in the stall office or clean stalls during or after a county or state 4-H show. With some hard work, your club could make a bundle!

**Fun Classes** – During a break in a show’s schedule, run a fun class! Although nearly anything you can think of could work, here are some past crowd-pleasers: tandem bareback, bridle less pleasure, carrot trail (lead a horse through a simple trail course using only a carrot). By charging a reasonable entry fee you can turn a fun event into a fundraiser with little effort! Be sure to plan ahead with the show management and advertise in the show program and/or with signs.

**Scrabble Rides** – Riders pay a minimal fee to enter a fun trail ride. Picking up letters from stations along the ride route, the person who makes the “best” word at the end of the ride wins a jackpot of \$100. Creative variations on this idea will make for more fun events. For example, why not an Outrageous Outfit ride? Riders have choices of various clothing items at each station and crown approval signifies the best outfit at the end of the ride!

*If you have  
other ideas  
that have  
worked for  
your club,  
please tell the  
AHA Youth  
Department!*

## Sample Meeting Agenda

The following is a brief guideline for conducting a meeting:

1. Roll Call
2. Approval of agenda
3. Introductions
4. Approval of past meeting minutes (if available)
5. Approval of treasurer's report (if available)
6. Other group reports (if available)
7. Old Business
8. New Business
9. Adjournment

If you need more information on how to run a meeting, purchase a Roberts Rules of Order book.

*Have a Club*

*Secretary take*

*meeting*

*minutes.*

*Maintain*

*records of*

*these minutes*

*in a club*

*binder which*

*can be passed*

*to future*

*officers.*

## Sample Budget

Below is a sample budget your club can use to help determine how much it might cost to run an effective Arabian horse youth program. These are costs you might expect to incur during the course of the year. Each club is different, however most youth programs submit annual budgets like this to their board for approval to financially support youth programs.

### Revenues

Fundraisers your club puts on during the year. Possible proceeds from the youth classes at your club's show – if your youth club members volunteer to assure it's a success. Sponsorships from horse-related and general sector businesses, private contributors, etc. etc. which donate money, items or gift certificates toward fundraisers.

### Expenses

When applicable, pursue bids (price quotes) from at least three companies to ensure you're getting the best deal.

### Club and Regional Meetings/mini-convention

Budget for a conference room. By having the meeting at a showground in conjunction with a show you will save on the location fee. Food is a great draw! Budget for pizza or another inexpensive, kid-friendly meal. Also check out using the show's caterer, who may work with you on price.

### Contests

Have a mini contest in your club or region, and base it on the national contest. This also applies to Hippology, Horse Fairs, Horse Bowls, etc. Budget for awards, administration costs (mailing, setup, and displays)

### Judging Team

Budget \$100 entry fee per team, plus airfare, hotel, van rental, etc. Team members typically pay for their own meals.

### Regional Youth Team Tournament

Budget \$10 per team per division. AHA gives awards to the champion team of each division per region. Consider the cost of any additional awards your region or club may want to provide.

### Amateur Achievement Awards

AHA recognizes the overall winner of this program. Clubs and regions sometimes choose to give extra awards to their most successful participants. Your club or region, for example, could honor top youth participants. Budget according to the cost of the awards you wish to provide.

*Budgets  
should always  
be realistic.  
Strive to  
exceed  
revenue goals,  
not budgets.*

## Arabian Horse Youth Scholarships

With the constantly rising cost of attending college, money earmarked for higher education is certainly handy. Here are some of the scholarships the Arabian horse industry offers and how you can get applications for your youth members.

### Arabian Horse Youth Judging Contest

This national level Horse Judging Contest is a part of the U.S. National Arabian & Half-Arabian Championship Horse Show. Entry is available to teams from AHA clubs, state 4-H and FFA clubs, and colleges. Various monetary scholarships and awards are earned. Please contact the AHA Youth Department for more information.

### AHA Youth of the Year Scholarship

AHA youth members are anything but average, and we know it! In fact, AHA offers the Youth of the Year award, which honors one outstanding youth member annually. The Youth of the Year is selected for his or her achievements and contributions to the Arabian horse industry, AHA, and his or her community. In addition to previous achievements, the successful Youth of the Year candidate will show dedication to the Arabian breed and a desire to remain involved in the industry, serving as an ambassador and role model within the Arabian horse community. The winner is featured on the cover of *Modern Arabian Horse* magazine, honored on the youth website, recognized at Youth Nationals, and receives a \$1,000 scholarship.

All applications are **due September 1** of the given year. Please see the current [AHA Handbook](#) for complete rules.

### Regional Level Scholarships

Some regions may have funds available for scholarship purposes. Please contact your Regional Director for additional information regarding the application procedure.

In addition, several scholarships are available through the Arabian Horse Foundation and more information can be found at [TheArabianHorseFoundation.org](http://TheArabianHorseFoundation.org).

*Visit*

*Arabianhorses.org/youth*

*Under “Activities” for*

*updated scholarship*

*information.*

## AHYA Convention

The AHYA Convention is held just before the start of the Youth National Arabian & Half-Arabian Championship Horse Show. It is one partial day consisting of youth committee working sessions and an open general session. You should strongly encourage your youth club members to have delegates and guests attend convention. The Arabian horse industry needs to hear from its youth!

### Committees

Youth committees consist of youth members who are interested in a particular area of the Arabian horse industry. Any youth member can sign up to be on a committee. The current AHYA Committees are:

- Canadian Nationals
- Equitation/Showmanship
- Membership/Fundraising/Promotions
- Regional/National Classes
- Youth Activities
- Distance
- Sport Horse
- Working Western

At the AHYA Convention, all youth members are invited to provide input during the committee sessions regardless if they are on that committee or not. Below is more information about being on a local or regional level committee.

### Committee Responsibilities

If you have a large youth club, have committees work on particular projects for your club. Here are some tips for committee chairs and members.

#### Committee Chair

##### *Responsibilities:*

- Act as the main contact for your committee
- Remind the committee members of their responsibility to maintain a budget, adhere to the AHYA Constitution in the AHA Handbook and to the AHA Code of Conduct.
- Ensure that committee tasks are clearly defined
- Coordinate meetings or conference calls with committee members
- Ensure that minutes are kept and filed
- Prepare an agenda for each meeting
- Listen to concerns of your entire youth club even if they aren't on the committee
- Provide written reports to club officers or delegate this responsibility to someone else
- Follow your club's rules for everything your committee is trying to accomplish

## AHYA Convention cont.

### *Tips:*

#### **Before the meetings:**

- Plan the agenda
- Know of reports from different officers and committees
- Assign responsibilities – for example, a timer, a secretary, etc.
- Coordinate the meeting time and location or the conference call time
- Keep in touch with your committee members

#### **At the meeting:**

- Promote free debate but don't let the meeting drag
- Keep tone of meeting impersonal
- Don't let the meeting get out of hand
- Insist that all members address the chair
- Refer to yourself as the chair, not as "I"
- Leave the chair if you wish to debate
- If in doubt on an issue, ask for a vote
- Keep the members clearly informed
- Be sure to correct the voting procedure
- Always take a negative vote, even if it is not the majority
- Always announce the results

*“A participating member is a vital asset to any organization.”*

## **Committee Members**

### *Responsibilities:*

Determine whether you are willing to make the commitment of time, energy, and money required to attend those meetings or be a part of those conference calls. All members of committees and boards will adhere to the rules, policies and procedures of AHA at all times.

### *Tips:*

- Serve on committees
- Be an active participant
- Participate in as many meetings or conference calls as possible
- Before speaking be recognized by the chair.
- Stick to the goals of the committee and do not stray and try to solve the world's problems
- Be courteous even when disagreeing
- Help the group achieve its goal
- Volunteer!

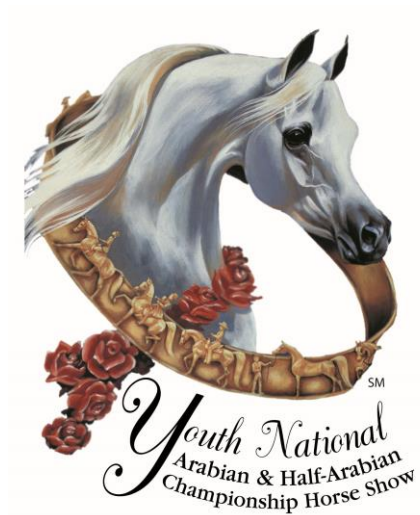
## AHYA Convention cont.

### General Session

The General Session is for all youth members and their guests to attend. Eligible youth will be seated in the front rows and will be the ones voting for the national AHYA officers. Great presentations and informative speakers will be part of this general session as well.

### Showing at Youth Nationals

Initiated in 1993, Youth Nationals has become AHA's premier family event. An average of six family members accompany each young rider for a week of competition and fun-filled events which include AHYA Convention, games, contests, parades, and parties. This premier all-junior rider horse show is one of the largest in the nation. The event offers free admission for the entire week. Exhibitors can enter the show online too! Check out more information under the "Competitions" section at [arabianhorses.org](http://arabianhorses.org).



*The AHYA Convention is for youth. Tell the AHYA Board about any ideas your youth have improving AHYA by having youth members write to the AHA Youth Department. Their items will be added to the agenda for the next AHYA board meeting.*



# Thank you

For your continued support of Arabian horse youth.

With your help and commitment to the Arabian horse youth,

The Arabian horse will thrive for years to come!



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