



Racing Commissioners International

Association Management and Operational

Recruitment - POSITION/FUNCTION DESCRIPTION

The essential responsibilities of the individual or entity chosen are as follows:

1. Serve as Chief Executive Officer of the corporation providing supervision of all staff and vendors as well as programs associated with horse racing regulation and oversight of sports betting.
2. Manage the business affairs and operations of the corporation consistent with the policies and budgets approved by the Board of Directors.
3. If requested participate as a member of committees and task forces, providing input as necessary.
4. If requested, serve as primary representative of association members in international forums; industry conferences and symposiums dealing with horse racing and sport wagering regulation.
5. Identify strategic opportunities for the association to serve its members;
6. Serve as primary press spokesman for the corporation on horse racing and sport wagering matters unless otherwise determined by the Board.
7. To survey the members, either by telephone, email, or using a centralized internet website, on regulatory policies as requested by a member, group of members, or the Board. Upon completion of the survey, make accessible to the membership the responses via email or by posting on the association's internal website and external website as appropriate.
8. To keep members informed on public policy developments and industry news through the issuance of periodic reports and bulletins.
9. If requested, represent association members on the Board of the Racing Medication and Testing Consortium; Racing Officials Accreditation Program; the Racing Committee of the American Horse Council; Technical Advisory

Committee of the International Federation of Horse Racing Authorities and before any other group supported by the association or as directed by the Board.

10. Along with the Treasurer prepare financial reports and budgets as required by the Board;
11. Issue regular reports as required by the Board;
12. Provide general oversight of all committees;
13. Appear before member jurisdiction regulatory bodies and legislative committees as requested to advance adoption of association model rules and Board approved policies;
14. Coordinate training opportunities for member regulatory staff and members;
15. Negotiate and execute contracts and agreements as authorized by the Board;
16. Respond to member inquiries in a timely manner;
17. Provide oversight over the association's database and multi-state licensing and fingerprint operations;
18. Provide general oversight over the National Racing Compact consistent with the management agreement between the association and the Compact;
19. Perform other duties as required by the Board.
20. Hire and supervise support staff to assist as necessary within the parameters of the budget approved by the Board.

The incumbent in this position reports directly to the Board of Directors and is responsible for ensuring that information pertaining to association programs and business activities are properly disclosed to all Board Members and association members. This individual or entity is expected to assess collective issues being faced by association members and propose solutions and/or options to the entire Board for consideration.

This position requires travel.

Applications/Proposals must be submitted to horseracingintegrity@gmail.com by September 4, 2026