

## ***Equestrian Management Apprentice*** **Program Specifications**

The National Western Stock Show Equestrian Management Apprentice has been created to provide professional, hands-on experience to equestrians and involve them in the networking and educational opportunities of the NWSS while supporting the overall mission and activities. Selected participants will complete one 18-month term focusing on the operations of the annual NWSS by shadowing the staff and committees during the planning, decision and execution phases. It is intended as an introduction to career and volunteer opportunities within the equine industry. Applications will be accepted through the website until September 30, 2025. **Read the specifications below carefully BEFORE submitting an application.** **By signing and submitting an application, you agree to all the specifications.**

1. To be eligible, you must:
  - a. Be over the age of 21 as of September 30, 2025
  - b. Be involved in the equine industry
  - c. Possess a desire to learn about decision making and event planning
2. Completed applications will be accepted until September 30, 2025 11:59 p.m. MST through our website: <https://nationalwestern.com/horse-shows/horse-exhibitors/horse-youth-programs/>
3. Applications will be reviewed and up to two (2) outstanding individuals will be selected and notified no later than November 1, 2025.
4. Selections will be based on:
  - a. Involvement in the equine industry
  - b. Desire to learn about decision making and event planning
  - c. Intent to be involved and contribute to the future of the equine industry
5. Participants will:
  - a. Attend 1-2 committee meetings prior to each Stock Show (November-December)
  - b. Attend 1-3 committee after each Stock Show (February-August)
    - i. Committee meetings may be virtual or in-person or a combination
  - c. Follow different learning tracks during each NWSS
    - i. See Appendix A for *Tentative Learning Tracks*

- 6. Time Commitment**
  - a.** Participants will commit to shadowing the Horse Show committees for a time span covering two Stock Shows (approx. November 2025-May 2027)
  - b.** Participants will attend committee meetings prior to and after two Stock Shows and follow a different learning track during each event.
  - c.** Time commitment should total no more than 15 hours total for all committee meetings during the time span and up to 15 hours each Stock Show.
- 7.** Applicants who have not yet been a participant as an Equestrian Management Apprentice are encouraged to apply.
- 8.** A stipend will be provided to each participant following a successfully completed term.
- 9.** Call or email the NWSS Horse Show Department with questions: 303-299-5525 or [horse@nationalwestern.com](mailto:horse@nationalwestern.com)

## **APPENDIX A**

### **TENTATIVE Learning Tracks**

Each selected participant will follow each year's Learning Track. They may be altered slightly due to the selected participant's specific interests and position availability.

#### **FIRST STOCK SHOW**

##### **Event Production**

- **Youth Ranch Horse Mentor Matchup**
  - Greet contestants and coaches
  - Set up and facilitate networking session
  - Learn and verify scoring system
- **Youth Equestrian Showcase**
  - Greet finalists and manage interview schedule
  - Learn and verify scoring system
  - Prepare and execute recognition
- **Xtreme Dogs, Wild West Show or An Evening of Dancing Horses®**
  - Production Meeting & Rehearsal
  - Production Meeting & Show
  - Production Meeting & Show

#### **SECOND STOCK SHOW**

##### **Show Execution**

- Applicant Review & Selection
  - Review application questions, completed applications and attend interviews for select youth programs
- Scribing & Ring Stewarding
  - Shadow scribes and ring stewards
- Stalling & Barn Management
  - Shadow stalling staff during a move in/move out
- Paddock Management
  - Shadow paddock managers
- Additional Opportunity
  - Choose an additional area to shadow (possibilities include but are not limited to: announcer, photographer, videographer, veterinarian, farrier, show manager, show secretary, volunteer coordinator, human resources, accounting and finance.)

Selected participants will need to be flexible as things live productions and events are dynamic and assistance may be needed outside of tasks listed. The objective is to give selected participants hands-on experience with the preparation and execution of a few select events and areas of operation during the NWSS Horse Show. This program is intended to complement the selected participants' careers, not interfere. If the date and time options do not fit within the selected participants' schedules, every effort will be made to find alternative times and dates while providing learning opportunities.