



## HORSEMEN'S BENEVOLENT AND PROTECTIVE ASSOCIATION OF ONTARIO

**JOB TITLE:** Owner Specialist / Communication Representative

**TERM:** One Year Contract

**REPORTS TO:** President

**ABOUT US:** The Horsemen's Benevolent and Protective Association of Ontario (HBPA) is a non-for-profit organization whose mandate is to promote live thoroughbred horse racing in the province of Ontario. The HBPA assists and represents owners, trainers and their employees who are licensed and regulated by the Alcohol and Gaming Commission of Ontario (AGCO). The HBPA provides and manages important services and benefits to its members and speaks on behalf of its members interacting with organizations involved with Thoroughbred horseracing.

### **RESPONSIBILITIES:**

- Create, promote and manage a New Owner program that introduces new participants to our industry
- Have a backstretch presence to discuss current issues to members, seek their opinions and relay their concerns back to the HBPA
- Collaborate with members to make sure the HBPA has up to date contact information.

### **QUALIFICATIONS:**

- 5 years of related experience in the horse racing industry
- Knowledge of Thoroughbred Industry, related organizations and regulatory bodies an asset
- High standards of ethics and confidentiality
- Organizational, planning and communication skills
- Problem analysis and solving skills
- Knowledge of Microsoft Outlook, Word and Excel
- Attention to detail and Accuracy
- Team Player
- Adaptability
- Good Communicator

Please send your resume to: [general@hbpa.on.ca](mailto:general@hbpa.on.ca)

Only candidates selected for interviews will be contacted.