

**New York State Gaming Commission  
Schenectady, New York**

**Job Description:** State Steward (Alternate)

The Commission is seeking a highly skilled administrator with exceptional leadership skills to assist the State Steward with the direction and oversee racing regulatory activities at a State-regulated thoroughbred racetrack.

**Job Summary**

The State Steward (Alternate) will assist the State Steward with the exercise of supervision, control, and regulation of racing at each approved race meeting on behalf of and responsible only to the Commission.

The powers and responsibilities of the State Steward (Alternate), as directed by the State Steward, shall include:

1. Authority over all horses and all persons, licensed or unlicensed, on grounds of a State-regulated thoroughbred racetrack as to all matters relating to racing;
2. To exclude or excuse from racing any horse which is unfit and to order testing of any horse for the presence of drugs or unsoundness;
3. Observes the running of thoroughbred horse races to determine the laws and rule of racing are not violated;
4. Conducting hearings or meetings on all questions, disputes, protests, complaints, or objections concerning racing matters, issuing determinations on racing matters; and enforcing the determinations;
5. Manage the Commission's racetrack office, which includes supervision of all subordinate staff; and
6. All other powers and duties established for Stewards in 9E N.Y.C.R.R. Part 4022.

## **Required Qualifications**

A person shall not qualify for employment to serve as the State Steward (Alternate) unless:

1. The applicant has attended an accredited school or program;
2. Has satisfactorily passed a written and oral examination given by an approved accredited school or program;
3. Been issued and maintain accreditation;
3. Is not under suspension or exclusion by any racing jurisdiction; and
4. Has satisfactorily passed an optical examination within one year prior to approval as a State Steward (Alternate) evidencing corrected twenty-twenty (20-20) vision and ability to distinguish colors correctly.

## **Preferred Qualifications**

1. Significant demonstrated knowledge of horse racing with pari-mutuel wagering and the laws, regulations, policies and procedures relevant to the horse racing;
2. Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources; and
3. Five years' experience in the horse racing industry as a licensed racing official, jockey, trainer, or other similar position.

## **Other Pertinent Information**

1. The State Steward (Alternate) serves at the pleasure of the Commission and shall be appointed pursuant to N.Y. Racing, Pari-Mutuel Wagering and Breeding Law § 218.
2. This position is non-competitive, with a salary of \$211.66 per diem and an outstanding, comprehensive benefits package.

3. Résumés will be evaluated to determine whether candidates will proceed to the interview phase of the process.
4. If qualified and interested, please submit a résumé to:

Amanda Hoffman  
Director, Human Resources Management  
New York State Gaming Commission  
1 Broadway Center – Suite 400  
Schenectady, NY 12305-2553

Email to: [Amanda.Hoffman@gaming.ny.gov](mailto:Amanda.Hoffman@gaming.ny.gov)