

## EXECUTIVE SECRETARY, VRC

Located in the Richmond, Virginia area, this full time position is responsible for the daily operations of the state agency regulating pari-mutuel thoroughbred and standardbred racing in Virginia. The Executive Secretary reports directly to the five member Racing Commission which is appointed by the Governor of the Commonwealth. The Virginia Racing Commission (VRC) is responsible for sustaining, promoting, and growing the native horse racing industry in Virginia, including control of all horse racing with pari-mutuel wagering conducted in the Commonwealth.

These locations include thoroughbred and steeplechase racing at Colonial Downs, steeplechase at Great Meadows, and harness racing at Shenandoah Downs. All facilities host two meets per year.

With the passage of HB 1609 in 2018, the VRC also oversees the licensing and compliance, associated with historical horseracing (HHR) machines. There are currently eight Rosie's Gaming Emporiums located around the Commonwealth of Virginia.

### **Qualifications include:**

Demonstrated management skills; experience in working with the administration of government and the legislative process; knowledge of horse racing, and pari-mutuel wagering; a basic knowledge of accounting and budget development; communications skills enabling good working relationships with Commissioners, State Administration Officials, business and political leaders, members of the horse racing industry, the media, and the public; college degree preferred.

This is an At Will position which is under recruitment by the Virginia Racing Commission. The position serves at the pleasure of the VRC under the Secretary of Agriculture and Forestry.

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