

Redwood Adventure Camp - Job Description

Position: Horse Program Leader

Desired Qualifications

- training experience with the care of horses as well as horseback riding and instruction (must be documented); prefer someone highly experienced
- Current CPR and First Aid certifications
- Ability to coordinate a horse program under conditions specific to Redwood Adventure Camp and the Horse Director
- Ability to work in the off season to maintain availability of horses and tack
- Ability to manage minor first issues health care issues for the horses in order to provide an adequate number of horses in excellent working condition
- College student or at least 19 years of age

Responsible to: Director of Summer Programs

Horsemanship Leader: Responsible for the care of the horses and the clean and safe maintenance of the corral and riding equipment; for training of campers and staff and supervising the riding program; responsible to coordinate with the Director of Summer Programs and for other duties as needed.

Essential Functions:

General Responsibility

Maintain an adequate number of available horses for use during the summer.

Specific Responsibilities

1. Arrange for and supervise the winter board and care of horses owned by camp.
2. Sell, buy and/or lease appropriate camp horses when necessary.

General Responsibility

Plan, direct, and supervise camp's horse program

Specific Responsibilities

1. Teach staff their responsibilities in activity area during staff training.
2. Teach and monitor proper behavior around the horses and proper use of equipment.
3. Conduct initial and end-of-season inventory, and store equipment for safety.
4. Check equipment daily, maintain cleanliness and make (or request) repairs.
5. Review and update program for age appropriate learning and management of appropriate behavior of horses given each horse's temperament and abilities.
6. Assess the skill level of each camper in order to match her or him with the appropriate horse for riding.

7. Follow standard rules applicable to providing safety in horseback riding programs.
8. Other duties as assigned by the Summer Administrator.

Essential Functions

- ability to train staff and campers in safety regulations and emergency procedures
- cognitive and communication abilities to plan and conduct the activity to achieve camper development objectives
- ability to maintain a safe and well organized corral and barn at all times
- physical ability to care for and ride horses, saddle horses, lift sacks of grain and maneuver bails of hay around the barn

Time Off

One period per day and or after 8:00 PM until evening prayer. Specific time to be determined by the Horse Program Leader and the Director of Summer Programs.