

EQUESTRIAN DIRECTOR

DESIRED QUALIFICATIONS

- Must be at least 21 years of age.
- Must possess current Massachusetts State Equestrian Certification and Licensure.
- Must possess current certification from CHA and/or EMW.
- Must possess current first aid and CPR certification.
- Must know and follow MA State regulations and ACA guidelines.
- Must have five or more years in the equestrian industry: training, instructing, buying & selling, etc.
- Must have two or more years as Camp Equestrian Staff.
- Must provide documentation of such experience and recommendation for an industry professional.
- Have a love for children, horses and the outdoor camp setting.
- Ability to supervise and schedule a full horsemanship program and staff.
- Serve as a member of the camp Administrative Council.

RESPONSIBLE TO CAMP DIRECTOR & ASSISTANT DIRECTOR

CAMP GOALS

- To provide campers with the necessary skills for horseback riding, including bridling, saddling, and riding techniques, as well as to comply with state and local regulations and ACA policies in maintaining safety for campers at all times.

GENERAL RESPONSIBILITY

- Supervise and direct the total Equestrian Program, which includes but is not limited to:
 - A. Facility and Equestrian Program.
 - B. Coordinating Equestrian Staff.
 - C. Equipment Care.
 - D. Horse Care and Health.

SPECIFIC RESPONSIBILITY

1. Instruct & organize classes
2. Manage staff for safe and efficient operation of equestrian program with a fun and educational atmosphere
3. Manage riding activities
 - a. assume no one can ride a horse until they have demonstrated otherwise
 - b. do not allow non-staff / non-client to ride horses
4. Manage health, safety, and sanitation of horses, including feeding and watering
5. Manage facility, trails, and all equipment to maintain order and good condition
 - a. report needed repairs
6. Develop and maintain budget for summer activities.
7. Inventory equipment and supplies at the beginning and end of the camping season
8. "Dress the Part" All wrangler staff should be in proper attire while executing the functions of camp equestrian staff
9. Support with a positive and affirming attitude the camp program, equestrian program,

and other staff

10. Keep records for the equestrian center

11. Provide times and/or schedules for non-equestrian staff to enjoy the equestrian facility

12. Develop and execute equestrian activities for the camp program director

ESSENTIAL FUNCTIONS

Must have the physical ability and stamina to work ten or more hours per day

Must be able to lift 50 pounds, have good communication skills, honesty and integrity and be a leader by example.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time-to- time, as needed.