



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

CAMP MANITO-WISH YMCA - HORSEBACK RIDING DIRECTOR

MINIMUM QUALIFICATIONS:

1. Recommended of 21 years of age OR entering 3 year of college or equivalent
2. Seasonal Equestrian Staff Certification or equivalent past experience with horses
3. Knowledge of horse care and training as well as equipment maintenance and care
4. Previous leadership and supervisory experience
5. Desire and proven ability to positively interact, teach, build confidence and self-esteem and work with children and staff in wilderness and "in-camp" settings
6. Certification in Standard First Aid/Wilderness First Aid (WFA) and CPR (Certifications may be obtained through Camp Manito-wish prior to first day of work)
7. Good written, organizational and verbal communication skills
8. Strong and good character: Optimism, resilience, humility, empathy, awareness of self and others, resourcefulness, responsibility and adaptability

RESPONSIBLE TO: Program Staff Director
Summer Program Director

ESSENTIAL FUNCTIONS:

1. Ability to communicate and work with groups participating (age and skill levels), and provide necessary instruction to campers and staff
2. Must be able to relate effectively to diverse groups of people
3. Ability to teach both English and Western riding styles to participants of various skill levels
4. Ability to take care of horse and maintain a safe barn
5. Ability to physically ride and train the horses
6. Ability to work independently, meet deadlines, and communicate effectively
7. Ability to communicate and train staff and campers in safety regulations and emergency procedures
8. Physical ability to respond appropriately to situations requiring first aid, fire evacuation and illness
9. Abilities to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques
10. Visual and auditory ability to identify and respond to environmental and other hazards related to the in-camp program

SPECIFIC RESPONSIBILITIES:

1. Understand proper procedures in case of any emergencies at the riding area
2. Actively participate in all training sessions and lead sessions when appropriate
3. Supervise Horseback Riding Assistants
4. Supervise detail at the horse barn
5. Manage the risk to best provide a safe and secure riding area
6. Maintain a good working relationship with the horse owner, Ferrier, feed suppliers, veterinarians (as needed), DNR personnel, and general public who may have an impact on (or be impacted by) our riding program
7. Work with horses and classify them as to their suitability for various levels of riding skill
8. Teach variety of riding skills, maximizing the number of riders for instruction
9. Include participants in feeding and grooming the horses
10. Lead trail rides around the area and trail
11. Offer consistent evaluation of staff verbally and in writing. At the close of each session a written and verbal evaluation will also need to be made

12. Make Program Announcements for activities offered during morning coaching periods
13. Participate in evening activities, opening/closing day events, and special activities
14. Submit a written report at the end of Boys/Girls session
15. Complete Lesson Plans during training week with updates following throughout the summer
16. Display active, sincere concern for campers throughout the camping session including their general hygiene and dress (appropriate and clean clothing for weather and activities)
17. Attend and be on-time to each meal when not on time-off
18. "Convoy" - act as camp representative on buses/vans brining campers to and from camp at start and end of sessions, as necessary
19. "Cunot" - take responsibility for a cabin group during cabin activity periods, meals and at night as necessary
20. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements
21. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility
22. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA
23. Provide opportunities for camper/staff discussion centering on Camp's mission and personal growth
24. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience
25. Capable of effective and sustained mental, emotional, and social interaction with others in the camp's fast-paced, youth-centered, community living environment
26. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment
27. Perform other duties as assigned

TIME OFF:

1. Two 24-hour period and two 12-hour period off per session
2. Any other time off at the discretion of the Program Staff Director