

HEARTS & HORSES

Therapeutic Riding Center



est. 1997

Program Support Internship Job Description

Position Title: Program Support Intern

Reports to: Program Manager

Job Duties

- Support a set of riders weekly as they complete their therapeutic riding sessions.
 - Horse Leader duties include grooming/tacking equine, leading the equine for the rider, maintaining safety, and supporting the rider during class time.
 - Side Walker duties include helmet fitting, aiding riding during mounting, riding, and dismounting to provide stability assistance and verbal prompts.
- Support Program Team staff with rider intake related to all program riders, including rider paperwork entry, new rider assessment, scheduling, etc.

QUALIFICATIONS

- **Time Commitment:** Between 5 and 40 hours a week, depending on internship requirements. Internships are available in the Fall, Spring, and Summer semesters.
- Pursuing a relevant secondary degree, such as Equine Science, Social Work, Human Services, Psychology, Health & Exercise Science, etc.
- Some experience with horses (grooming, tacking, ground work, etc.) preferred.
- All interns must be qualified as a Horse Leader and a Side Walker volunteer, participating in all training prior to interning.
- Great interpersonal, organizational, and communication skills and attention to detail.
- Ability to work in a fast-paced, team-oriented environment.
- Able to frequently sit, stand, bend and lift up to 50 pounds, walk or jog for more than 1 ½ hours over uneven surfaces, and physically react with agility and swiftness.

BENEFITS

- Practical experience working with equines in the EAAT (equine-assisted activities and therapies) industry.
- Practical experience working with a variety of client populations (adults and children with physical and cognitive disabilities, at-risk youth, seniors with dementia, etc.).
- Exposure for those interested in pursuing PATH Intl. CTRI certification.

Note: This is an unpaid internship at a non-profit (501c3) organization. Unfortunately, we are not able to compensate interns for hours worked or transportation. However, housing is optionally provided with this internship for eligible candidates.

The above statements are intended to describe the general nature and level of work being performed and are not intended to be an exhaustive list of all responsibilities, duties and/or skills that may be required. Hearts & Horses holds the right to terminate interns if not meeting requirements and responsibilities set forth in this job description or violates the volunteer policies or code of ethics.

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