

HEARTS & HORSES

Therapeutic Riding Center



est. 1997

Job Description

POSITION TITLE: Horse Leader

REPORTS TO: Volunteer Manager

CURRENT AS OF: February 2020

POSITION SUMMARY: Take responsibility for the equine before, during, and after a class. Horse Leaders will ready the equine for class, lead the equine during class, put the equine away after class, and correctly put away tack and equipment.

JOB DUTIES

- Groom and tack equine as directed by instructor.
- Aid in mounting by leading the equine to the appropriate site.
- Lead the equine for the rider as specified by the instructor.
- Maintain safety in the arena by keeping equine at a safe distance from other equines, people, fences and other objects.
- Take the equine back to the appropriate stall or pasture, using the Buddy System.
- Follow all instructor and staff directions.
- Ensures compliance with all Hearts & Horses policies.
- Work as a team with staff and volunteers.

QUALIFICATIONS

- **Time Commitment:** Be able to commit consistently to at least one shift a week of at least 2.5 hours a shift. Shifts are available in the morning, afternoon and evening, each day of the week, except Sundays.
- Volunteers must be at least 16 years of age, unless an exception is made for extensive equine experience.
- All volunteers must be qualified as a Horse Leader volunteer, by participating in all Horse Leader trainings and passing a Horse Leading Assessment prior to volunteering.
- Able to frequently sit, stand, walk, bend and lift up to 50 pounds.
- Able to walk or jog for more than 1 ½ hours over uneven surfaces.
- Able to physically react with agility and swiftness to maximize safety of the rider and control of the equine.

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 volunteers if not meeting requirements and responsibilities set forth in this job description, or if a volunteer violates the volunteer policies or code of ethics.