

Ranger Lake Bible Camp

Job Description

POSITION: **Riding Director**

Rev

Date: 2-11-2013

RESPONSIBLE TO: Site Manager

JOB SUMMARY

The Riding Director will maintain a safe and effective riding program while incorporating biblical principles. This person will maintain a comfortable and attractive environment in the stable area.

ORGANIZATIONAL STRUCTURE

- Head Wrangler reports to this position
- Wranglers report to this position.
- Works with the Program Director to integrate the riding program into the total camp program

SKILLS

- Mature individual seeking to honour God with their life. This includes an active and developing relationship with God.
- Effective communication skills with campers, volunteers and staff, displaying an attitude that honours God.
- Must be an accomplished horseback rider who is able to teach both campers and staff and is able to ride, and trail.
- Ability to anticipate needs of campers and address their needs appropriately.
- Will be self-motivated and have the ability to identify camp priorities.
- Ability to work flexible hours.
- Must be able to operate equipment required for feeding and cleaning required for care of horse herd.
- Must be capable to maintain the horse herd in fit condition for use.

JOB DUTIES

- Maintains the stables, riding area, and fences in a comfortable and attractive condition.
- Maintains tack and horse supplies for camp program use.
- Keeps record of each horse and its medical needs, treatment and behaviour issues.
- Will regularly report condition of equipment and herd health to the Site Manager.
- Will continue to upgrade skills as required to provide a quality riding program.
- Basic horse care – trimming, treating minor wounds, de-worming
- Will ensure the safety of campers and staff by ensuring that RLBC riding policies and horse management practices are adhered to.
- Responsible to organize, supervise, and evaluate Wranglers. Gives riding staff recommendations to the Executive Director.

- Assigns campers to appropriate riding classes and leads the riding staff in offering the RLBC instructional program and trail rides.
- Oversees the assignment of horses to campers.
- Teaches riding classes with special attention to upper level classes.
- Administers the riding program rider evaluations.
- Trains staff in the administration of the riding program rider evaluations.
- Attends staff meetings and contributes appropriately.
- When called upon, is prepared to participate in the evening camp program.
- Attend evening campfires and chapel programs.
- Provides a post-season evaluation of riding program and camp facilities.
- Helps clean general campsite areas between rental groups as needed.
- Flexible to assist in other duties outside of the riding area as assigned by the Site Manager.