



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

**Job Title:** Horse Program Director  
**Start Date:** May 23<sup>rd</sup>

**Reports to:** Summer Program Director  
**End Date:** August 11<sup>th</sup>  
**Salary:** \$190/week

**General function:** Under the supervision of the Summer Program Director and in accordance with the policies of the YMCA, will direct, supervise, and evaluate the horseback riding programs in order to provide a high quality and safe program for campers and staff, care of the horses, corrals, and all equipment and tools related to this program.

**Qualifications:**

1. Be at least 21 years of age.
2. Must hold a certification from an organization or riding school with instructor training or have documented endorsements of previous successful experience in horseback riding instruction.
3. Able to plan, develop programs, and coordinate resources to improve the riding program.
4. Must have the commitment to make safety the first priority of the riding program.
5. Have at least six weeks previous experience in a management or supervisory position at a horseback riding facility.
6. Current American Red Cross First Aid, CPR, or equivalent certification.
7. All Staff must furnish Camp Wood YMCA with a current physical examination form signed by a licensed physician, showing you to be in good health and free of contagious diseases. Camp Wood will furnish physical form.
8. Lifeguard Training is a plus.
9. Loves to work with children and be ready for challenging, yet rewarding work.

**Specific Responsibilities:**

1. Develops program for each horseback riding activity, whether educational or recreational.
2. Develops and implements actions to increase the learning and satisfactory experience of campers and staff.
3. Directs, supervises, and evaluates the wranglers and appraises staff under supervision periodically as to performance and responsibilities.
4. Provides coordination and cooperation to all staff that support the equestrian program on a day-to-day basis.
5. Oversees Wrangler in Training (WIT) program.
6. Provides training to the staff during their pre-camp training week and during the camp season.
7. Interprets the established goals, objectives, and policies to the staff, and counsels them on methods of implementation.
8. Has available horses and equipment for each scheduled horseback riding activities.
9. Maintains complete and current files on all equestrian activities and daily operations.
10. Directs, implements and assures compliance with the health, safety, and emergency standards as procedures related with the equestrian program established by Camp Wood YMCA.
11. Provides for the upkeep and maintenance of horseback riding program areas through cooperation with staff maintenance, care of corral livestock, and care of corral equipment and stables.
12. Identifies and reports maintenance needs of the corral and equipment to the Maintenance Director.
13. Maintains a complete inventory of the ranch livestock and equestrian equipment. Orders equipment as needed.
14. Cooperates with the entire staff in working together for the welfare of campers and the Camp.
15. Participates in weekly meetings with Summer Program Director in the happenings of the barn and its programs
16. Assist in all camp supervision when assigned; ie meal times, evening shifts
17. Ensures a Life Lesson Skill is taught with each session (responsibility, communication, etc).