

YMCA Camp Bernie

Summer Camp Job Description



Job Title: Horseback Riding Instructor

Reports To: Barn Director, Program Coordinator, and Leadership Team

Position Purpose: Horseback Riding Instructors further the mission of YMCA Camp Bernie through assisting in the development and delivery of a horseback riding program that is safe, fun, and appropriate to the campers' ages and abilities. Assist in the care and maintenance of the horses and related equipment.

Essential Job Functions:

1: With the Barn Director, develop and deliver a horse program that is appropriate for the ages and abilities of the campers.

- a. Write lesson plans that meet camp outcomes and that are based upon evaluations of the camper's skills and abilities.
- b. Assure campers are properly supervised at all times.
- c. Be aware of and implement safety guidelines at all times.
- d. Assist in the overall evaluation of the horseback riding program at Camp Bernie.

2: Maintain high standards of health and safety in all activities for campers and staff.

- a. Assist in the implementation of staff training for horseback riding including rules of the trail, barn, and arena and safety equipment.
- b. Be alert to campers health needs and assist them with personal and/or health problems, and discuss them with camp health personnel and/or Summer Camp Director.
- c. Be alert to equipment and facilities to ensure utilization, proper care, and maintenance is adhered to; report repairs needed promptly to Maintenance Director and/or Summer Camp Director.
- d. Ensure campers and staff follow safety procedures, and be knowledgeable about the horse ring, arena and trails available for horseback riding.

3: Assist in the care and maintenance of the horses and related equipment.

- a. Maintain the horse equipment including all tack, stalls, etc.
- b. Conduct daily check of area and equipment for safety, cleanliness, and good repair.
- c. Assist in packing all materials and supplies at the end of the season.

- 4:** Be a role model to campers and staff in your attitude and behavior.
- a. Follow and uphold all safety and security rules and procedures.
 - b. Set a good example to campers and others in regard to general camp procedures and practices including sanitation, schedule and sportsmanship.
 - c. Represent and model the overall mission of the YMCA and its four core values: caring, honesty, respect and responsibility.

Other Job Duties:

- a. Contribute to verbal and written evaluations and communications as requested by Unit Leader, Leadership Team and/or Summer Camp Director.
- b. Reside in an overnight camp cabin as a second counselor. Assist in the supervision and care of campers within the cabin group.
- c. Participate enthusiastically in camp activities and be an engaged member of the Camp community.
- d. Participate as a member of the staff team to deliver and supervise evening programs, special events, overnights, and other all camp activities and camp functions.
- e. Any and all other added responsibilities as requested by Administrative Staff.

Qualifications:

- a. Must be at least 18 years of age.
- b. Must submit health history record and examination form prior to first day of work.
- c. Must have the ability to lead activities, be a group leader, and be flexible.

Physical Aspects of the Job:

- a. Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- b. Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in the event of an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

Note:

Some physical requirements of a Horseback Riding position could be endurance including sitting on a horse for extended time, some bending, stooping, and stretching. Requirements for eye-hand coordination and manual dexterity to manipulate equipment. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/program and the ability to lift up to 50 lbs. Willingness to live in a camp setting and work irregular hours delivering program in the facility available. Operate with daily exposure to the sun and heat.

RIDING INSTRUCTOR

10 weeks - \$1,800 - \$1,900

Responsibilities: Assist Stable Director in the planning and implementation all aspects of the riding program. Lesson development, teaching, and maintenance of horseback riding equipment. Assist with care of horses, including cleanliness of the barn. In addition this person assists with evening programs and all-camp days, and lives in an overnight camp cabin.

Requirements: Minimum age 19. First Aid & CPR Certified. Experience in riding and riding instruction.