



JOB DESCRIPTION

JOB TITLE: PATH Certified Therapeutic Riding Instructor
DEPARTMENT: The Arc Caddo-Bossier's GREAT program
REPORTS TO: Program Director

The Arc Caddo-Bossier's GREAT Program's mission is: Building unlimited opportunities for children and adults with disabilities through equine assisted services.

GREAT's goals include: Helping improve the quality of life for children and adults with disabilities, providing fun and safe programs with trained PATH certified instructors, horses and volunteers, and offering recreational opportunities to people with disabilities. Students participating in therapeutic horseback riding gain benefits, which can help them in everyday activities and situations.

Qualifications

- Must have a passion and heart for people with disabilities and equine assisted services
- PATH CTRI (Certified Therapeutic Riding Instructor) or PATH instructor in training
- Must be able to teach individual and group lessons
- Good communication skills and interpersonal skills.
- Professional in appearance and conduct manner, able to remain calm under stress
- Horse management, health and safety knowledge
- Computer literate
- Willingness to learn
- Ability to work both indoors and outdoors for multiple hours
- CPR certified (we can provide the class)
- Ability to lift up to 50 pounds
- Available to feed twice daily on weekends (about once a month for weekends and holidays will be split between employees)

Expectations and Responsibilities

Instructional Programs

- Work with Director to implement GREAT's programs, high standards and safety
- Develop safe and challenging lesson plans for students. Provide skill development based on parental and instructor's goals
- Teach mounted and unmounted horsemanship and equestrian skills. Determine individual mounting and dismounting procedures
- Assist with student assessments, placements and class scheduling
- Communicate with parents or guardians of riders on progress and assessments on a regular basis
- Provide and assist with all therapeutic riding programs through the following tasks; feeding, grooming, cleaning stalls and arena, tack distribution, saddling, warming up, preparing arena, setup and take down of equipment, horse leading or side walking, mounting and dismounting
- Stay up to date on current industry trends, precautions, and contraindications for all students
- Provide supervision and oversight of equine assisted activities that are being taught by employees/volunteers seeking PATH Int'l instructor certification as assigned by director

Volunteers

- Assign volunteer to proper position for lesson
- Work with program coordinator or volunteer coordinator and barn staff to implement and maintain proper training of volunteers and assist in volunteer training and recruitment when needed
- Practice, model and teach GREAT standard horse handling techniques and safety procedures at all times

Equine Management

- Aid in the screening and selection of program horses as determined by Director
- Provide ongoing evaluation of behavior and soundness of horses
- Aid in ongoing schooling and conditioning of program horses within the standards developed from the PATH International CTRI requirements as assigned by Director
- Work on stall and pasture cleaning, horse turn outs, feeding program and care of horses
- Feed some weekends
- Assist barn manager in proper record keeping of horses
- Meet veterinarian or farrier as needed
- Ensure adequate supplies of feed and medicines are communicated to Director
- Provide adequate evaluations of equipment and equipment ensuring proper fit, good condition, and safety checks
- Assist and provide basic first aid for injured or sick horses
- Assist with transport of horses to special events or veterinarian

Facility

- Ensure that riding arenas, mounting areas and equine activities areas are safe, groomed, dust and hazard free

- Assist in cleaning barn area by blowing concrete and sweeping or vacuuming the tack and feed rooms
- Sweeping facility walls and arena fence
- Cleaning water buckets
- Sweeping and dusting offices and bathrooms

Fundraising and Special Events

- Work with Director on fundraisers, arena rentals and special events
- Work with Program Coordinator and Director on grant writing
- Speaking at churches, schools, lunches, etc. about the program and our volunteer opportunities

Administration

- Work with Program Coordinator in maintaining student applications and medical releases
- Report and document any incident, accident, conflict, or concern that may occur

Continuing Education

- Maintain and track continuing education hours to keep PATH International certifications
- Maintain up to date CPR certification
- Attend conference and trainings to continue knowledge and stay current in industry

