



Job Title: Lodge Summer Riding Director
Pioneer Lodge, Sundre
(2 month position)

Reports to: PCA Summer Director

Purpose: Assist in the oversight and planning of Pioneer Lodge Summer Camp Riding Program: curriculum, implementation, and training

Overview: The Summer Riding Director is a two month position running from July 1st-August 31st at Alberta Pioneer Camp-Lodge Barns. This position is salary based with the hope that work hours will not exceed 40 hours/week. Further participation in camp culture such as camp fire, morning bible studies, out-trips and morning devotionals are encouraged but not required.

The individual hired for this job is expected to organize, develop and oversee all equestrian activities during summer camp. This includes:

Essential Job Responsibilities:

June: Summer Prep

- Assist in the creation of policies and resources for volunteer wranglers
- Assist in the streamlining process of orientation
- Create guiding documents specific to the needs of each type of camp (Day Camp, Discovery, Horsemanship, Jr. Camps)

July and August: Active Riding Director

- Developing lesson materials and organizing schedules and events.
- Implement Pioneer Camp Alberta's equestrian policies and procedures and upholding standards of safety and professionalism for staff and camp participants.
- Act as the primary manager, supervisor and trainer of wranglers, barn volunteers and participants in activities hosted at the barns and of equestrian activities held at camp.
- The Riding Director does not manage the Herds Manager or Assistant Herds Manager but can expect extensive cooperation from both individuals when they assist with program.



Note: *It is not the Riding Director's responsibility to resolve issues surrounding equine behavior, tack repair or other responsibilities of the Herds Manager or Assistant Herds Manager, however, it is expected that the Riding Director will promptly notify either of the aforementioned people of any issues affecting horses, equipment and land maintenance.*

- Actively partake in the development and forward movement of the spiritual atmosphere at Pioneer Camp Alberta. *Example of activities that the Riding Director may be asked to partake in include: Leading and participating in bible studies, leading morning devotionals, praying with, or on behalf of individuals who request it and open participation in conversations around spiritual beliefs and ideology with individuals seeking to know more about Christianity.*

Primary Duties: The development and managing of all equestrian run activities at Pioneer Camp Alberta including evaluation and supervision of program learning materials, training and managing of staff, participation in equestrian activities, ensuring that all safety standards and procedures are upheld by equine involved staff at Pioneer Camp Alberta.

Secondary Duties: Assisting in spiritual development in interested wranglers and participants, working with the Herds Manager and Assistant Herds Manager to ensure that standards of equine care and welfare are upheld.

Requirements:

- Current full-time student and returning if receiving Canada Summer Jobs grant
- Personal relationship with Jesus Christ and desire to grow as a follower
- Teachable, helpful, friendly, hard-working, maintain a positive attitude, reliable, flexible, and a team player
- Minimum High School Diploma
- Police clearance via Police Reference Check
- Signed Statement of Faith Agreement & Code of Conduct Policy

Job Specific Qualifications:

- Previous camp experience
- Understanding of what it means to serve in a camp context
- Excellent interpersonal skills, organizational skills, time management skills and have a good understanding of equine behaviour, camp culture and equestrian activities.
- Enjoy working with people of all ages, teaching people about Christianity and Horses
- Physical fitness required for lifting up to 50 pound saddles onto a horse's back and riding outside up to eight hours a day.

Length of Position: June 26-August 30, 2019

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Lodge Summer Riding Director Job Description, Pioneer Lodge 2 month position 2019