



Job Title: Head Barns Instructor
Pioneer Lodge
Sundre
(4-Month Position)

Overview: The Head Barns Instructor will work with a team of program instructors and rotate through various program, maintenance, administrative, and cabin leading (summer only) responsibilities.

Purpose: To enable a strong, safe, and successful riding program that inspires all participants to know and love Jesus through riding & horses. To care for horses, tack, and facilities in a way that demonstrates stewardship.

Reports to: Herds Manager, Team Leader, and Lodge Summer Director

Responsibilities:

Equipment & Facilities:

- Keep the barn and arena area clean and organized
- Keep all tack clean and organized
- Assist Herds Manager in caring for facilities and other equipment

Horses:

- Assist Herds Manager in care of horses as directed
- Be aware of and record concerns around each horse so that you can ensure safety, and assess where they should be put in the riding program – report problems to Herds Manager
- Assist Herds Manager in dealing with problem horses – make recommendations regarding safe usage
- Ensure horses are where they need to be on a day-to-day basis – Assist in transportation of horses as necessary

Riding Program:

- Demonstrate leadership reflective of Godliness and Pioneer values
- Enable trail ride safety & efficiency by ensuring horses are bridled and in arenas, barn welcome and rules are clearly communicated, demonstrations are well done, and all trail rides get safely out of the barn and back into the stalls
 - Assist in the Education and training of staff around Horse care and riding and teaching skills to ensure safe and quality programming at the barns.
- Ensure that barn policies and procedures are followed and implemented
- Demonstrate, teach, lead and train horsemanship skills that meet goals and care for horses well
- Be available as a resource person to camp directors, upon discretion of supervisor
- Be an Out-trip resource on summer out-trips
- Be a learner – seek expert help in areas of horsemanship and leadership



Personnel:

- Demonstrate a positive attitude with the many different volunteers that help with the barns. Find their strengths and weaknesses, compliment and encourage them, work positively with them. Serve them in a way that empowers and enables them to do their job better.
- Organize and enable wranglers to carry out their duties in relation to all camp riding activities, may include scheduling and delegation.
- Supervise the seasonal and volunteer wranglers and barns instructors in their duties at the Barns area.
- Ensure safety protocols are implemented at all times
- Ensure quality and approved curriculum is implemented at all times
- Record and report incidents using a written incident report to the Herds Manager

Program Duties:

- Assist in program implementation and evaluation
 - Learn each area of the program well in order to lead safely in that area.
 - Create (or adapt existing) lesson plans for your assigned program block that are engaging, seek excellence and further the gospel.
 - Take initiative in the learning process, ask questions, and understand own limits
 - Be on time and ready for the beginning of an activity block, group activity, staff activity or staff meeting.
 - Ensure safety rules and guidelines are communicated and enforced at each activity block
 - Learn and Practice Emergency Procedures and practice good risk management

General Duties (related to being part of the Spring and Summer Program Teams):

- Clean up what you use: kitchen, dish-room, laundry, common areas, and personal living space
- Ask Supervisor or Team Leader about having visitors
- Attend team prayer times and Bible studies
- Return tools or equipment you use to the place you got it
- Ensure that equipment is in good working order in each area you lead
- Ensure any equipment you use in personal time is ready for use during next scheduled activity
- Ensure that keys are returned to their storage place
- Learn to repair various program equipment as needed and report missing/damaged equipment to supervisor
- Be on time and ready for the beginning of each activity block, group activity, staff activity or staff meeting
- Be an active participant in leadership and skill development opportunities including learning to lead in other program areas
- Take initiative in the learning process, ask questions, and understand own limits
- Be willing and able to step in serving at mealtimes and doing dishes on a rotational basis throughout the season



- Be willing and able to participate in various areas of camp site/facility area clean-up as assigned/needed on a rotational basis throughout the season
- Be willing to participate in Staff Work Days in various areas as scheduled throughout the season; may include landscaping, facility cleaning and housekeeping, lawn mowing, clearing deadfall and chopping/stocking firewood.
- Be willing and able to lead evening program and campfires throughout the season as assigned
- Will be required to assist as directed with cleaning and sanitization procedures as directed by leading health authorities

Requirements and Qualifications:

- Experience working in a Barn on a team (2+ seasons), experience at Pioneer an Asset
- Personal relationship with Jesus Christ and desire to grow as a follower
- An overall team player; Teachable, helpful, friendly, hard-working, maintain a positive attitude, reliable, flexible, etc.
- Standard First Aid and CPR Training
- Minimum High School Diploma
- Police clearance via Police Reference Check
- Signed Statement of Faith Agreement & Code of Conduct Policy
- Excellent interpersonal skills and time management skills
- Good understanding of equine behavior and equine care
- Physical stamina and strength required for lifting up to 50-pound saddles onto a horse's back, riding outside up to eight hours a day, etc.

Assets:

- Prior understanding of what it means to serve in a camp context and willing to learn
- Other relevant certifications (NLS, WFA, CHA, OCC Equine)
- Equine First Aid: knowledge or certification

Length of Position: *4 months:* May 1 - August 31, 2023