



Job Description

Part-time Equestrian Centre Assistant / Groom – Equine Learning CIC

JOB TITLE: Equestrian Centre Assistant / Groom

REPORTING TO: Nicola Hepburn - Director

JOB PURPOSE: To assist with the day to day operations of the equestrian centre, ensuring the day to day care of the horses and animals to meet our welfare standards and assisting with their training and exercise using a horse-centred approach. In addition, the role includes assisting with therapeutic activities, assisting with our riding lessons, trail rides, Pony Club and camps.

HOURS: Will vary to suit the needs of the business, daytime, evening and weekend work required. Set hours can be available.

KEY RESPONSIBILITIES:

- To carry out daily general yard duties including caring for horses and animals belonging to Equine Learning
- To provide a safe and secure environment, treating each participant and horse / pony with equal concern
- To ensure that all horses have the highest level of care and attention
- To assist with exercising and training the horses
- To work on own initiative and as part of a team with a flexible and creative approach
- To assist with our riding sessions for disabled and disadvantaged participants, and non-disabled riders when required.
- To assist with therapeutic horsemanship sessions and programmes when required.
- To be available to take part in fund-raising activities and attend monthly staff meetings as required
- To assist with the running of the Pony Club and associated activities including camp when required
- To assist with Horse Boy camps – when required
- Agree and adhere to all the organisation's adopted policies, principles and aims
- To make a commitment to understand and promote the Equine Learning values
- To uphold safeguarding policies and procedures
- To supervise and work alongside project volunteers where appropriate

This list of responsibilities is not exhaustive and the employee may be required to perform duties outside of this as operationally required and at the discretion of their Line Manager.



Person Specification

ESSENTIAL ATTRIBUTES:

- Experience / training / of working with horses in a professional capacity
- Equine / animal care qualification (or be willing to work towards this as part of the role)
- Genuine desire to learn about working in an equestrian centre and gain relevant skills
- Energy and enthusiasm
- Patience
- Perceptive and responsive nature
- Ability to work on own initiative and as part of a team
- Excellent communication skills
- Good organisation skills
- Genuine interest in Therapeutic Horsemanship
- Effective and considerate equestrian handling skills
- Commitment to the Equine Learning values
- **This position requires an enhanced DBS check**

DESIRABLE ATTRIBUTES:

- Experience of working in an equestrian centre
- Experience of working with disabled and/or disadvantaged people
- Experience of training work with horses

FURTHER INFORMATION:

- Working at Equine Learning involves being available to work shifts to meet the needs of the business. Working days are Monday to Sunday between the times 8am to 7pm and the successful applicant will be expected to be available to work shifts during these days and hours as operationally required, in addition to Bank Holidays as required.
- The successful applicant will be required to work during Easter, Christmas and Summer holidays
- Monthly staff meetings may take place out of normal operating hours

OF APPLICATIONS: Please note that Equine Learning CIC is unable to reimburse interview expenses. We are committed to equality of opportunity and encourage applications from minority ethnic and disabled groups.