



EQUINE LEARNING
COMMUNITY INTEREST COMPANY

Job Description

Part-time Yard Supervisor – Equine Learning CIC

JOB TITLE: Yard Supervisor

REPORTING TO: Nicola Hepburn – Director

JOB PURPOSE: To supervise the day to day operations of the equestrian centre, ensuring the day to day care of the horses and other animals, staff management and assisting with training. In addition, the role will include assisting with therapeutic and education 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 supervise and carry out daily general yard duties including caring for horses and animals belonging to Equine Learning with a high welfare and horse-centred approach.
- To oversee farrier, dentist and physiotherapy appointment management
- To supervise daily checklist and handover paperwork, horse care diary and other horse care paperwork in line with licensing regulations
- To manage hay, bedding and feed stocks ensuring correct storage and usage in line with company procedures and licensing regulations
- To provide a safe and secure environment, treating each participant and horse / pony / animal with equal concern
- To understand and promote the Equine Learning values at all times
- To maintain yard standards and ensure health and safety best practice is maintained
- To ensure that all horses and animals 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 supervise and work alongside the yard team and project volunteers where appropriate
- To prioritise safeguarding regulations and ensure the team are following procedures

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 level 2 or above
- A focus on equine / animal welfare and a desire to maintain standards
- Genuine desire to excel at supervising the yard and team in an equestrian centre and develop relevant skills
- Commitment to the Equine Learning values
- Energy and enthusiasm
- Patience
- Perceptive and responsive nature
- Ability to work on own initiative and as part of a team
- Time management and ability to work with a sense of urgency ensuring completion of tasks within expected time frames
- Task delegation and team supervision skills
- Genuine interest in Therapeutic Horsemanship
- Effective and considerate equestrian handling skills and first class horse care skills
- People management skills
- Ability to recognise and deal with equine first aid / injury / illness and lameness issues and communicate effectively with Equine Learning vet
- Skills to manage field kept horses
- Ability to lead from the front to develop staff and volunteer training to meet yard standards and operational best practice
- Ability to work on own initiative and as part of a team
- Excellent communication and organisation skills
- Ability to recognise own areas of professional development and strive to learn new skills to fill gaps in knowledge
- A commitment to following and overseeing safeguarding procedures
- 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 classical 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