



EQUINE CARE PERSONNEL

Position Description

JOB TITLE: Equine Care Personnel for Grace Under the Oaks (Part-Time)

REPORTS TO: Equine Manager

HOURLY COMPENSATION: \$15 - \$19

POSITION SUMMARY: This is a part-time position to assist with the daily care of all equines, their development, health and well-being.

Equine care personnel will work under the direction of the Equine Manager and alongside volunteers and contractors to ensure the needs of the herd are met on a daily basis. A flexible work schedule is expected with availability to work early mornings, evenings and weekends and holidays as needed.

QUALIFICATIONS:

- Understands the nonprofit environment, and supports the mission, vision, culture and core values of the organization
- Experience in equine handling and management and willingness to continue to develop through continuing education opportunities
- Excellent interpersonal communication skills - both oral and written
- Demonstrated history of dependability and responsibility
- Effective people communication skills
- Completed Staff/Contractor application, clear background check and drug screening

WORK ENVIRONMENT:

- Ability to work in cold, hot and/or humid weather conditions
- Flexible schedule to including early mornings, evenings and weekends (including holidays)
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions needed

PHYSICAL DEMANDS:

- Ability to lift 60 pounds
- Must be able to stand/walk on a variety of outdoor terrain for least three hours

RESPONSIBILITIES:

- 1) Oversee the day-to-day care of equines to include feeding, access to hay/forage, turnout, safety of pastures, herd management, paddock assignments, stall cleaning and Grace property maintenance.
- 2) Ensure daily medications and supplements are dispersed accurately.

- 3) Report supply needs to Equine Manager to ensure horses receive proper care by maintaining a sufficient inventory of hay, feed, supplements, fly protection, medications and first aid supplies, shaving and other equine-related supplies.
- 4) Report concerns regarding health, lameness, and behavior to Equine Manager.
- 5) Maintain a safe and organized work environment for equines, team members, volunteers, and clients.
- 6) Maintain appropriate records regarding horse care, inventory of supplies, work hours and other requested details to maintain compliance with PATH Intl. standards and best industry standards
- 7) Assist as needed with the execution of special events.
- 8) Participate in equine evaluations for intake, eligibility/suspension, retirement, and general health/welfare.
- 9) Work collaboratively with Executive Director, Equine Manager and property owners to ensure equine care, property and operational needs are met and align with party expectations.
- 10) Work collaboratively with the leadership team in carrying out the mission of the organization and representing Grace Under the Oaks.

OTHER DUTIES ASSIGNED:

Please note this job description is not a complete list of all activities, duties or responsibilities that are required for this position. Duties, responsibilities and activities may change as needs arise.

Key Performance Indicators:

- Effectively manage tasks and work collaboratively with others
- Maintain high quality of all services provided; including the well-being of the herd, the cleanliness of the work environment, the safety standards practiced and administrative recordkeeping
- Provide creative and strategic input into equipment, supply and herd needs
- Be a positive team player who is committed to the mission, vision and core values of Grace