

Job Title:	Horses Director	Property:	McNeil Scout Ranch at Peaceful Valley
Camp/Department:	Program	Salary Level:	Based upon current salary chart
Location:	22799 N. Elbert Rd Elbert, CO 80106	Staff Supervisor?:	Yes
Reports to:	Program Director	Certifications Req:	Yes
Will Certify Applicant?:	No	Driving Required?	Yes

Job Summary

The Horses Director is responsible for ensuring campers receive a safe, fun, quality and educational program and experience. Directly supervises and is responsible for the safety of the campers, staff and horses. Manages the horse program and care for animals.

Job Description

ROLE AND RESPONSIBILITIES

- Train, supervise and evaluate the horses staff.
- Plan, supervise and direct a fun and safe horse program that includes merit badge instruction, trail rides, dinner rides and overnight rides based upon current BSA awards.
- Care for and ensure the safety of all animals. Ensure adequate food, water and care is provided to the animals. Work with the Ranch Director to provide call-out veterinary care as needed.
- Instruct campers in horse riding and safety. Offer a quality program.
- Maintain all horse program equipment and ensure that it is in good working condition.
- Maintain paperwork and ensure completeness and submit on time.
- Participate in camp-wide activities.
- Assist in the set up and take down of all camp facilities. Assist with the cleaning of all camp areas including restrooms and showers.
- Assist with meal service including setup, serving and clean-up.
- Submit a “closing report” at the end of the season which includes inventories, daily duties and suggestions for improvement the following year.
- Other duties as assigned.

CERTIFICATIONS & REQUIRED TRAINING

- CPR, AED, First Aid, Prior to Start of Camp (Provided if Needed)
- Youth Protection (Online Prior to Camp)
- More training may be required as determined by Camp Management

REQUIRED FOR THE JOB

- **Must have a minimum of two years of significant experience of riding/managing horses, caring for horses, maintaining equipment**
- **Must have a minimum of two years or seasons experience in instructing/teaching youth how to ride horses**
- **Must have one year or season experience in supervising staff.**
- Must be able to read, speak and write the English language
- Must be able to work outdoors at an elevation of 7,000+ feet above sea level
- Must be 21 years of age or older
- Must have a valid driver's license and record insurable by the Council's insurance company
- Must have reliable transportation to and from the work site at assigned days and times in an area without public transportation or ride-share service.
- Must have the physical endurance to participate in horse related activities
- Must be able to identify and respond to horse emergencies with the proper procedure
- Must be able to pass a background check from the TRAILS database, CBI and the FBI
- Must be able to become a member of the Boy Scouts of America

DIRECTLY SUPERVISES

- Horse Counselors

ADDITIONAL INFORMATION

- This position may live off-site no more than 30 minutes (in normal traffic) away from the ranch as long as they are on site whenever horses programs are active and are able to respond as needed for emergencies.