



JOB DESCRIPTION

The Painted Turtle seeks to reach beyond illness, to inspire children with chronic and life-threatening illnesses to become their greater selves.

Title: Wrangler

Department: Camp Program

Reports to: Equestrian Coordinator

Status: Part Time/Seasonal

Location: Lake Hughes, Camp

Date updated: 2/22/2024

Pay Range: \$16.90-\$18.40 hourly

Summary: The Equestrian Wrangler is responsible for supporting and encouraging each camper to participate fully in Equestrian programming by performing the following duties

Essential Duties and Responsibilities include the following. Other duties may be assigned.

Program

- To be responsible for the care and safety of all campers and counselors in the horse barn area.
- To assist in providing an equestrian program that is educational, enjoyable, appropriate for each camper session, and meets the goals, objectives and outcomes set forth by The Painted Turtle.
- To assist in maintaining and managing all aspects of the equestrian activity while in operation.
- To assist in developing and enforcing rules of procedures and behavior as they pertain to the equestrian activity area.
- To assist in developing, documenting and managing all aspects of health, safety and risk management aspects of the equestrian program.
- To assist in the evaluation of the current season and make recommendations for equipment, supplies and programs for the following session.
- To adhere to and implement all American Camp Association standards and PATH Standards as they relate to the Equestrian area.
- To participate in all staff training.
- To be responsible for knowing and adhering to the policies and procedures contained within the camp manual.
- To attend all staff meetings and perform any other duties deemed necessary by the Camp Director or Equestrian Coordinator.

Barn & Horse Care

- ❑ To assist in carrying out feed schedule.
- ❑ To assist in organizing barn and keeping stalls and tack room orderly.
- ❑ To work closely with the Equestrian Coordinator, counselors, Bale leaders and medical staff regarding all aspects of program development and management.
- ❑ To assist in preparing the activity area for the opening and closing of each session.
- ❑ To work with other program areas in developing and implementing rainy day or extreme heat activity plans. Provide substitute activities when weather is inclement for other outdoor activities
- ❑ To assist in the opening and closing seasonal equipment inventories.

COMPETENCIES:

To perform the job successfully, an individual should demonstrate the following competencies:

- ❑ **Problem Solving** - Identifies and resolves problems in a timely manner; Develops alternative solutions; Uses reason even when dealing with emotional topics.
- ❑ **Interpersonal** - Focuses on solving conflict, not blaming; Listens to others without interrupting; Keeps emotions under control.
- ❑ **Oral Communication** - Speaks clearly and persuasively in positive or negative situations; Listens and gets clarification; Responds well to questions; Participates in meetings.
- ❑ **Team Work** - Balances team and individual responsibilities; Contributes to building a positive team spirit; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.
- ❑ **Ethics** - Treats people with respect; Inspires the trust of others; Works with integrity and ethically; Upholds organizational values.
- ❑ **Organizational Support** - Follows policies and procedures; Supports organization's goals and values.
- ❑ **Attendance/Punctuality** - Is consistently at work and on time; Arrives at meetings and appointments on time.
- ❑ **Judgment** - Displays willingness to make decisions; Exhibits sound and accurate judgment; Includes appropriate people in decision-making process; Makes timely decisions.
- ❑ **Professionalism** - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.
- ❑ **Safety and Security** - Observes safety and security procedures; Reports potentially unsafe conditions.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential

functions.

REQUIRED EXPERIENCE:

- Must be at least 19 years of age
- Volunteer or work experience in a children's camp environment preferred
- Must have Red Cross CPR and First Aid Certification (provided by Camp in June of every year)

Education/Experience: High school diploma or general education degree (GED); one to three months related experience and/or training; or equivalent combination of education and experience.

OUR CORE VALUES: Community, Trust, Courage, Heart, Vision, Compassion, Joy

The Painted Turtle **community** evokes positive and impactful change through a **trust** that holds us accountable to the graceful understanding represented by our **compassion**. The **courage** to stand up for our **vision** is at the **heart** of our intentional leadership; and so we are **joyful** in each and every present moment.

The Painted Turtle is an Equal Opportunity Employer and does not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity and/or expression, veteran status, disability status, or any other federal, state or local protected class. We encourage applicants from a wide variety of identities and experiences to apply.

To apply: Please submit a resume and cover letter to Christine Cook, HR Manager at christinec@thepaintedturtle.org

Please visit The Painted Turtle's website at www.thepaintedturtle.org.