

## **Junior Horsemanship Clinic: Riding Instructors & Barn Manager Job Descriptions**

### **Overview**

Under the guidance of returning JHC Directors Suzi & Jim Gornall, the clinic focuses on the fundamentals of riding and horsemanship, with an emphasis on control, balance and safety. The Junior Horsemanship Clinic is an opportunity for young riders, ages 9-17 years, to gain knowledge and experience with their horses in the areas of dressage, stadium and cross-country jumping, horse care, stable management, nutrition and conditioning. The experience, ability, and passion of our Junior Horsemanship Clinic instructors will shape the quality of our young students' experience at GMHA.

Generally, GMHA accepts 80 campers. If camp fills, we will hire 7 Riding Instructors and 8 Barn Managers.

**All camp staff (Barn Managers and Riding Instructors) are provided with the following:**

- Housing (available but not required) beginning on June 25- July 8
- Boarding for one horse (June 25- July 8), including:
  - Hay
  - Grain (Poulin)
  - Bedding (Bagged Shavings)
  - Box Stall (no turn-out but plenty of room for grazing)
- Pay (Daily rate, commensurate with experience)
- Regular riding lessons with Clinic Co-Director Suzi Gornall
- Buffet lunch in the Youth Center each day of camp
- Paid Training Session (June 26-27)

### **Riding Instructors**

#### **Qualifications & Responsibilities:**

- All applicants should have prior experience instructing students at the Novice level and above, and have a strong background in Dressage, jumping, and Cross Country.
- All instructors must be at least 18 years of age.
- Pony Club background and Instructor Certifications are a plus, but are by no means required- teaching and riding experience are the primary criteria for hiring.
- Must be able to teach for 6 hours per day (Four 90 minute lessons with 5 or 6 students).

- Positions have become very competitive- please fill out your application completely and provide as much detail as possible (even if you have taught at camp in the past).
- All instructors must be willing to attend the two day training session prior to camp (June 26-27).
- Riding instructors may have additional responsibilities as determined by the camp directors prior to and during the camp Starter Trial and Combined Test, including but not limited to: coaching students, assisting in setting courses, assisting in event management and preparation.

#### **Schedule:**

- Instructors teach 4 lessons a day, beginning at 8:30am and ending at 4:00pm. Please be on-grounds and ready to teach at 8:15am. Your final lesson will end at 4pm.
- There is an hour and a half break in the middle of the day for lunch. Instructors may be asked to participate in or help organize demonstrations during this time.
- There may be staff meetings scheduled after camp hours, which instructors are required to attend- they will be announced by camp directors as needed.
- Hours may vary during the JHC Starter Trial & Combined Test.
- Lessons with Suzi may be scheduled in the morning or evening.
- All instructors are expected to attend the BBQ and Awards Ceremony on July 7 at 5pm.

\* **Please note:** All instructors' horses will be stabled in the barns with campers.

Please set a good example for your students by keeping your horse on a regular feeding schedule and keeping them in top condition!

### **Barn Manager Info**

#### **Qualifications & Responsibilities:**

- Barn Managers will be assigned to a group of students to supervise in the stabling area, including managing feed schedules, making sure chores are done, and assisting with horse care all fall under this designation. Barn Managers will also be responsible for unmounted group lessons each day covering topics such as bandaging, nutrition, and lunging. Lessons and lesson topics will be assigned by Emily Kil.
- All applicants should have prior experience instructing students in stable management and horse care, and have a background in barn management and eventing.
- All instructors must be at least 18 years of age.
- Pony Club background and Instructor Certifications are a plus, but are by no means required- teaching and stable management experience are the primary criteria for hiring.

- Positions have become very competitive- please fill out your application completely and provide as much detail as possible (even if you have taught at camp in the past).
- All Barn Managers must be willing to attend the two day training session prior to camp (June 26-27).
- Barn Managers may have additional responsibilities as determined by the camp directors prior to and during the JHC Starter Trial and Combined Test, including but not limited to: assisting students in show prep and assisting in event management and preparation.
- Barn Managers may be contacted by the Head Barn Manager Emily Kil prior to camp to begin scheduling and planning lessons.

**Schedule:**

- Clinic participants arrive on-grounds at 7:30am- please be on-grounds and ready by 7:15am. Barn Managers will assist their campers with barn chores and feeding, and preparing for mounted lessons until 8:30am.
- There will be 4 unmounted lessons taught each day (may be the same lesson but to different groups of kids). Instructors will alternate teaching lessons.
- There is an hour and a half break in the middle of the day for lunch- barn managers may be asked to assist with demonstrations during this time.
- After the last riding lesson ends at 4pm, Barn Managers will assist their campers with afternoon chores and feeding- Campers **MUST** be off-grounds by 5:30pm.
- There may be staff meetings scheduled after camp hours, which Barn Managers will be required to attend- they will be announced by camp directors as needed.
- Hours may vary slightly during JHC Starter Trial & Combined Test.
- Lessons with Suzi may be scheduled in the morning or evening.
- All instructors are expected to attend the BBQ and Awards Ceremony on July 7 at 5pm.

**If you are interested in applying for a position at camp, please fill out the Instructor Application and return to GMHA by February 28<sup>th</sup>.**

**Please feel free to contact GMHA with any questions you may have:**

Email: [JHC@gmhainc.org](mailto:JHC@gmhainc.org)

Phone: 802- 457- 1509