



## **Camp GROW Ranch Director**

**Position:** Ranch Director

**Status:** Seasonal

**Reports To:** Executive Director

**Pay Rate:** \$700/Week

**Dates:** May 30 – August 12, 2025

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### **Position Purpose**

The Ranch Director plays a critical role in advancing **Camp GROW's** mission by overseeing the **planning, implementation, and supervision** of a safe, engaging, and age-appropriate horseback riding program. This role involves **managing the horse facilities, staff, and equipment** while ensuring an enriching experience for campers.

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### **Essential Job Functions**

#### **1. Oversee the Horseback Riding Program**

- Develop, organize, and deliver a creative horseback riding program aligned with camp goals.
- Collaborate with Horseback Riding Wrangler to write engaging and progressive lesson plans.
- Assess riding abilities of campers and staff to ensure safety and skill development.
- Create daily and session schedules for horseback riding activities.

#### **2. Train and Lead Horseback Riding Staff**

- Assist in designing and delivering staff training specific to horseback riding.
- Train Horseback Riding Wranglers and other camp staff on program responsibilities, safety protocols, and horse care.
- Supervise and schedule riding staff to maintain a high-quality, fun, and safe program.
- Provide ongoing feedback, mentorship, and support for staff development.

#### **3. Manage Horse Facilities and Equipment**

- Prepare the riding area, barn, and trails before and during staff training and the camp season.
- Oversee the daily care and health of camp horses, including feeding, grooming, and basic medical attention.
- Inspect, maintain, and repair all tack, equipment, fences, and riding facilities.
- Conduct safety and cleanliness checks of the barn, arena, and trails daily.
- Monitor horses for health or behavioral concerns and coordinate appropriate care.
- Maintain inventory, submit orders for supplies, and ensure materials arrive in a timely manner.
- Pack and organize all supplies at the close of the season.

#### **4. Contribute to Camp Leadership and Programs**

- Serve as part of the camp leadership team to plan and supervise evening programs, special events, and camp-wide activities.
- Work closely with the Assistant Camp Director to develop program curricula, recognition programs, and leadership opportunities.
- Assist in organizing events in or near the horseback riding arena.

- Attend and contribute to staff and management meetings.
- Lead and participate enthusiastically in camp activities as assigned.

#### **4. Daily ongoing Care and Feeding of all animals**

- Feed horses daily
  - Muck out stalls / maintain clean areas
  - Turn out horses to paddocks.
  - Assist with veterinary treatments and farrier services.
  - Supervise the Wrangler-In-Training program and ranch staff.
  - Cultivate and maintain a list of qualified volunteers / contract employees.
  - Order supplies, equipment, and feed.
  - Organize and maintain a clean work environment at the barn.
  - Schedule lessons and program sessions.
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#### **Qualifications**

- Certification in horseback riding instruction or equivalent experience (e.g., CHA, PATH Intl., or similar).
  - Current **First Aid** and **CPR** certifications (Wilderness First Aid preferred).
  - Prior experience managing a horseback riding program and supervising equine staff.
  - Experience working with children in outdoor settings.
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#### **Knowledge, Skills, and Abilities**

- Strong background in horseback riding instruction and equine care.
  - Ability to schedule, supervise, and motivate a team of staff members.
  - Excellent communication, organization, and problem-solving skills.
  - A passion for working with children and creating positive, inclusive experiences.
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#### **Physical Aspects of the Job**

- Ability to stand for extended periods with frequent bending, stooping, and stretching.
  - Manual dexterity for managing horse care tasks, tack adjustments, and riding equipment.
  - Physical strength to lift up to 50 lbs. and respond quickly in emergencies.
  - Visual and auditory ability to identify hazards and ensure safety.
  - Ability to sit on horseback for extended periods and navigate outdoor terrain.
  - Willingness to live in a camp environment, work irregular hours, and operate in outdoor conditions, including daily exposure to sun, heat, and dust.
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#### **Why This Role is Unique**

As Ranch Director at **Camp GROW**, you will lead a horseback riding program that connects campers to the beauty of the wilderness while fostering confidence, skills, and lasting memories. This is a unique opportunity to combine your leadership, equine expertise, and passion for youth development in an inspiring outdoor setting.