



## **Job Title: Part-Time Adaptive Riding Instructor**

**Location:** Rainy Day Ranch

**Reports To:** Program Director and Administrative Director

**Salary:** DOE

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### **Position Overview**

Instructors are responsible for delivering therapeutic riding lessons, equine management during hippotherapy treatments, and schooling horses. They are expected to meet the highest standards of safety, communication, planning and evaluation.

### **Key Responsibilities**

- Instructing adaptive riding lessons.
- Developing effective plans for riders.
- Performing intake assessments for new riders.
- Ensuring that rider files, rider notes, and schooling notes are always up to date, accurate, and well-secured.
- Teach volunteer trainings as needed.
- Assisting with community and fundraising events as needed.
- Assisting with tasks related to equine care.

### **Qualifications**

- High School Diploma or equivalent required.
- Maintains PATH International Certified Therapeutic Riding Instructor or CTRI.
- Three years experience working with people of all abilities.
- One year experience as an instructor in riding and/or horsemanship.
- U.S. citizen or valid resident/work permit.
- Valid driver's license.
- Must pass a Washington State Criminal History background check.
- CPR/First Aid Certified.

### **Preferred Knowledge/Skills/Abilities**

- Professional and positive attitude at all times.
- Experience building and maintaining long-term relationships with riders, families/caregivers and volunteers.
- Experience working with people of all abilities.
- Knowledge and experience in natural horsemanship, and/or willingness to learn.
- Experience, coursework or other training in current riding or training activities/trends.

- Team building and team participation skills.
- Able to lead, motivate, and set objectives.
- Assertive communicator, good listener, resolution focused, organized and tidy.

### **Complexity/Problem Solving**

- Resolves problems and elevates issues to supervisor appropriately.
- Proactively anticipates and prevents problems.
- Negotiates, mediates and resolves interpersonal conflicts and customer service issues.
- Able to evaluate immediate circumstances for wellbeing and safety and make decisions in the best interest of patient/rider, instructor and horse.

### **Discretion/Latitude/Decision-Making**

- Able to make good decisions based on analysis, wisdom, experience and judgment.
- Duties performed under general supervision and established guidelines.
- Maintains confidentiality of sensitive and private information.
- Demonstrates common sense, flexibility, and teamwork. Tracks progress on tasks and does follow-up as needed.
- Acts as a resource for others to solve problems.
- Refers difficult questions and unusual problems to the supervisor.

### **Communications/Interpersonal Contacts**

- Able to communicate assertively and convey clear direction and feedback to riders, volunteers and other instructors.
- Provides direct communication on progress and issues to riders and their families.
- Able to build positive and effective relationships within our community and organization.
- Able to be constructive, flexible and calm under pressure.

### **Working Conditions/Physical Effort**

- Requires strenuous physical exertion and/or physical strain.
- Involves exposure to disagreeable weather conditions.
- Requires occasional long hours, evening and weekend work.
- Requires a positive attitude despite physical or mental adversity.

### **How to Apply**

Please send your resume and cover letter to [admin@rainydayranchtherapeutic.org](mailto:admin@rainydayranchtherapeutic.org). We look forward to hearing from you!

*Rainy Day Ranch is an Equal Opportunity Employer. Women, minorities, veterans and persons with disabilities are encouraged to apply.*