



Riding Assistant Job Description

Dallas Valley Ranch Camp
Lumsden, Sk

Role Title: Riding Assistant

Reports To: Riding Director and Executive Director

Remuneration: Full time salary position, including benefits

Overview of Role:

One Hope Canada is considered a Religious Order under the provisions of the CRA and as such, missionary employment with One Hope Canada is seen as following God's unique invitation. Members, and those aspiring to be members, must be in agreement with standards of spiritual and personal suitability, and are therefore required to sign a Statement of Affirmation annually.

Under the direction of the Riding Director and Executive Director, the Riding Instructor will maintain a safe and effective riding program, which ties in biblical principles and teachings. This person will maintain a comfortable and attractive environment in the stable area.

Primary Objectives

- To present the Gospel, particularly to those having the least opportunity to hear of Christ, and especially to children and youth, and to disciple believers for living and serving through His church
- To direct, encourage and equip our Ministry Points to fulfill the purpose and vision of One Hope Canada.
- To accomplish the primary objectives by effectively managing administration and other activities related to the Ministry Resource Centre.

Key Responsibilities:

Assisting the Riding Director in the following areas

- Covering all programs and facility use in the absence of Riding Director
- Maintain the stables, riding areas, arenas and fences in a comfortable and attractive condition.
- Will maintain tack, horse supplies, and sleigh and wagon for camp program use.
- Keeping barn area, stables and indoor riding arena clean (free from twine, clutter and organized, swept, proper care of tack, lead ropes off the ground, etc)
- Leading riding classes, skills, trail rides and daily challenges; having all horses ready for horse trail rides, lessons and skills
- Regularly report the condition of equipment and herd health to the Riding Director.
- Continue to upgrade skills as required, to provide a quality riding program.
- Horsemanship skills - riding, driving, harness, and trailing.



- Basic horse care – trimming, treating minor wounds, deworming.
- Ensure the safety of campers and leaders by ensuring that DVRC riding polices and horse management practices are adhered to.
- Assist in organizing, supervising, and evaluating summer Riding Instructors and Wranglers. Will give recommendations to the Riding Director in hiring riding staff.
- Oversee the assignment of horses to campers and guest group riders.
- Teach riding classes with special attention to the diverse levels and needs of riders
- Attend staff meetings, weekly barn meetings and positively contribute to the DVRC community
- Be prepared to participate in the evening and on weekends to run horse programs, trail rides, sleigh rides, and barn events as needed
- Attend an evening campfire or chapel program.
- Participate in post-season evaluation of riding programs and camp facilities.
- Expected to help clean between rental groups as needed.
- Be flexible to assist in other duties outside of the riding area as assigned by the Executive Director.

Core Competencies

- Mature individual that is seeking to honor God with their life. This includes an active and developing relationship with God. Demonstrates a heart for the Lord.
- Effective communication skills with campers, guest groups, volunteers and missionaries. Displaying an attitude that honors God; have a willingness to pivot and serve without complaint
- Ability to anticipate needs of guest groups and address their needs appropriately.
- Will be self-motivated and have the ability to identify camp priorities.
- Ability to work flexible hours including weekend, holidays and weeknights as required
- Must be able to operate equipment required for feeding and cleaning required for care of horse herds.
- Must be capable of maintaining the horse herd in fit condition for use.

Job Requirements

- Follower of Christ
- Passion for the Gospel
- Positive attitude and heart to serve

Education and Experience

- Post-secondary education in a related field is an asset
- Experience with camping ministry is an asset