



TR Medora Foundation provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.

Job Description: Riding Stables Manager

Non-Exempt: Hourly worker and **Summer Seasonal Worker**

Position Summary:

Train, schedule, supervise, and assist riding stables crew in conducting trail rides; supervise dietary and physical needs of livestock; ensure personnel and customer safety; supervise the care and maintenance of the property.

Essential Job Functions:

- Manage and schedule all Stables employees
- Oversee the proper care of horses and property of the stables
- Lead workplace safety training
- Be able to train and teach proper care of horses
- Learn the horses' names, ID, personalities, and dispositions.
- Finish horses: training of new horses before they go on the trails at the beginning of summer.
- Ensure safety of guests, employees, and animals.

Other Responsibilities:

- As assigned by the Maintenance Director.

ADA Requirements

- Continuously
 - Stand
 - Balance
 - Talk and hear
 - Reach with hands and arms
 - Lifting up to 50 pounds
 - Carrying up to 50 pounds
 - Visual acuity to determine accuracy, neatness and thoroughness of work assigned, and determine safety of workplace surroundings for themselves, employees, animals, and guests. This includes being able to determine safety while on horseback.
- Frequently
 - Walk
 - Push or pull
- Occasionally
 - Sit

- Lifting up to 100 pounds
- Carrying up to 100 pounds
- Environmental Conditions
 - Continuously working in hot/heat outside.
 - Frequently working in humid conditions.
 - Occasionally working in cold conditions outside.
 - Occasionally working around chemicals
 - Occasionally working around sharp objects/tools.
 - Continuously working in fumes, gases, odors, and/or dust.
 - Occasionally working around grease, oil, and mud.
 - Continuously working with others.

Qualifications and Education Requirements:

- Must have experience working with horses
- Leadership ability
- Positive attitude
- First Aid and CPR Certified
- Physically able to lift up to 50 Pounds
- Be able to clearly communicate to guests and employees

Supervision:

- This position is a supervisory role.
- The Riding Stables Manager reports to the Maintenance Director.

Please note that this job description is meant to give a basic understanding of the position and does not cover every part of the job duties and requirements. TRMF reserves the right to change or assign other duties to this position at anytime.