



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:** Medora Riding Stables Crew

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

**Position Summary:**

Riding Stables Crew members give guided trail rides through the Badlands, ride in the Medora Musical, and clean stables.

**Essential Job Functions:**

- Greet and direct guests as they visit the Medora Riding Stables for trail rides.
- Take reservations for trail rides and for individuals who want to register boarding horses.
- Maintain the cash drawer at the Medora Riding Stables.
- Participate in workplace safety training sessions.
- Guide trail rides and inform guests of their surroundings
- Learn the horses' names, ID, personalities, and dispositions.
- Saddle and unsaddle horses for guided trail rides
- Clean and maintain the horses' pens and their water tank to ensure health.
- Feed and care for the horses.
- Ride in the Medora Musical and other special events in Medora such as the Fourth of July Parade.

**Other Responsibilities:**

- Help with finishing of some horses: training of new horses before they go on the trails at the beginning of the summer.

**ADA Requirements**

- Continuously
  - Stand
  - Balance
  - Talk
  - Hear
  - Reach with hands and arms
  - Lifting up to 50 pounds
  - Carrying up to 50 pounds
  - Visual acuity to determine safety of workplace and surroundings for themselves and guests. Must be able to see details and use visual acuity in operating of equipment and while riding horses.

- 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:**

- Strong familiarity with horses including grooming, tacking, riding, and animal behavior.
- First Aid and CPR Certified
- Be able to exercise communication skills that will inform and serve guests.
- Positive attitude
- Able to work well in a team.
- Must be able to lift up to 50 pounds.

**Supervision:**

- Supervised by the Medora Riding Stables Manager
- This is not a supervisory role.

\*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.\*