



Position: Ranch Director

Job Description overview: The Ranch Director is directly responsible for the day to day supervision of the Ranch program and the General Riding program. This position is responsible for handling the scheduling, conflict resolution, motivation, health and well-being, and the fun quota of staff and campers anytime they are directly involved in equestrian programming. This position demands commitment to the values of caring, honesty, respect, and responsibility. It requires expert knowledge of horses and horsemanship, confident leadership abilities, a very high level of constant three dimensional 360° awareness, on the fly prioritizing and wise decision making even during overload stressful moments, a healthy dose of humor, bursts of creativity, and the desire to be a positive influence on the lives of children.

This person reports to the Camp Director and will not live in cabins with campers but may share space with other key staff or support staff.

Additionally, the Ranch Director will:

- Look after the health and well-being of all horses
- Maintain and be accountable for all tack and equestrian equipment
- Directly supervise Upper and Lower barn staff during all program times
- Look after Upper and Lower barn fields and facilities and maintain to high standards
- Plan and execute progressive Ranch programming appropriate for age and skill level
- Oversee the distribution of achievement awards
- Insure the safety and quality of every equestrian activity
- Review, improve, and carry out emergency procedures as they relate to Equestrian activities
- Assist with emergencies and enforcing curfew and other camp policies.
- Develop and execute equestrian specific staff training and development prior to, and during camp
- Be directly responsible for season ending Upper and Lower barn clean up
- Develop and maintain a good working relationship with horse contractor
- Develop, plan and execute a high quality rodeo at the end of each session
- Develop and maintain a good working partnership with the Spruce Village Leader
- Take one 24 hour period off each week
- Be prepared to fill in for key staff, assist in evening activities, trading post etc.
- Anything else not specifically addressed that needs to be done to keep Camp Mason safe, fun, and on the leading edge of the camping industry

Requirements:

- Expert knowledge of horses and horsemanship
- Aged 21 years or more
- CPR and first aid certification, or willingness to get one before camp starts
- Be available for all 8 weeks of summer camp AND two initial weeks of staff training

Salary range:

- Starting base pay of \$2500 for first year Ranch Director, a portion of which is help as a season completion incentive and given upon completion of seasonal duties
- Salary incentives available for CHA certifications