



Loudoun Therapeutic Riding is hiring a part-time instructor who is credentialed through PATH International (CTRI). The instructor would be responsible for conducting safe and engaging adaptive horseback riding lessons.

Job Title: Credentialed Therapeutic Riding Instructor (CTRI)

Report to: Program coordinator

Nature of work : Responsible for teaching the assigned lessons, in accordance with PATH intl. Standards, and code of ethics. Ensure the safety of LTR's participants, volunteers, and horses.

Specific Responsibilities

- Maintain PATH credential (CTRI)
- Teach adaptive horseback riding lesson, and ground lessons as scheduled
- Develop safe, effective, and beneficial lesson plans in accordance with participant's skills, abilities, and goals
- Oversee volunteers in the preparation and tacking of horse/ponies prior to each lesson
- Supervise volunteers in the assigned lessons for safety and effectiveness
- Conduct thorough and complete safety checks of tack, equipment, and arena space
- Check and overserve the soundness of horses prior to each lesson
- Ensure aisles, grooming area, and arena are clean and cleared for the next lesson
- Ensure the tack gets cleaned, and stored in the proper location
- Appropriately document each participant's attendance and progress each week in participant notes in the online database. Make recommendations based on students progress
- Maintain to up-to-date student records
- Communicate closely with the volunteer coordinator, program director, and director of operations
- Assist with training barn and lesson volunteers as requested

Physical requirements

- Standing, bending, climbing stairs, using hands to handle, control, or feel objects, tools or controls, walking, working outdoors, able to lift 50lbs, working safely handling/around equines/large animals



- Able to walk, jog in arena footing

Other:

- Attend staff meetings and other relevant meetings, as requested
- Participant at staff events such as trainings, special events, workshops, projects
- Attend and support all fundraising events and activities
- Support a culture of philanthropy throughout the organization
- Communicate with other staff members as needed
- Maintain professional standards of appearance, communication, and timeliness.
- Support a culture of teamwork by proactively helping other staff members
- Staff members will be covered under the LTR General Liability and Worker's compensation insurance and will be provided to the extent allowed by the specific laws

Qualifications

- PATH Credentialed Therapeutic Riding Instructor (CTRI)
- Maintain CPR & First Aid certification
- Strong horsemanship skills, extensive knowledge of equine behavior, first aid & care and strong riding skills
- Prior experience working in the equine assisted services industry
- Valid driver's license
- Ability to work with people with special needs to create an inclusive environment
- Knowledge of the benefits of adaptive horsemanship
- Demonstrate supervision skills related to equine care staff and volunteers
- Able to use Microsoft 365 (Outlook, Word, Excel) and Salesforce to perform duties as required
- Good interpersonal skills and public communication skills (in-person, phone, written)
- Excellent communication, organizational, leadership skills, and detail-oriented