



**POSITION TITLE** - Head Wrangler  
**REPORTS TO** - Horsemanship Director  
**FSLA STATUS** - Exempt  
**DATE** - June 2010

### **POSITION SUMMARY**

Responsible to implement management of the herd, including maintenance of health and safety; training; riding program; barn, pasture & equipment.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- 1) Stable Maintenance
  - Cleaning Barn including stalls and surrounding area
  - Communicates facility needs to immediate supervisor.
  - Manure management
  - Developing and maintaining trails
  - Maintaining corrals, pens, arenas, and pastures
  - Equipment care – i.e. Clean, oil, repair and replace tack as needed
- 2) Maintenance and health of the herd
  - Basic veterinary knowledge
  - Feeds and understands nutritional needs of the herd and senior animals
  - Fly management
  - Worming and vaccinations
  - Keeps accurate health records and submits them to Horsemanship Director
- 3) Safety
  - Notice and correct safety hazards to campers, staff, and horses
  - Be able to identify when a horse is unsafe
- 4) Training of the horses
  - Tuning up horses
  - Maintaining vaulting horses
- 5) Trail rides
  - Assist Horsemanship Director in trail ride preparation
  - Lead trail rides when directed
  - Assist guests for trail ride
  - Assist in evaluating riding skills of guest when requested
  - Assist in safely matching suitable horses with rider's ability and mental state when requested
  - Conduct a safe, enjoyable and successful ride
- 6) Participates in PCCC Horse Camp as directed
- 7) Assists in the mentoring of wranglers in training.
- 8) These duties are not exclusive and with consideration of the job requirements and other skills, the job description can be added to or taken away from at the discretion of the employee's immediate supervisor.

### **QUALIFICATIONS**

- Has a personal relationship with God through Jesus Christ. Demonstrates personal faith through consistent daily living in accordance to God's Word.
- Understands the mission of PCCC and submits all other goals and desires to that main goal.
- Must have at least (2) two years prior work experience in comparable field.
- Possesses strong basic equestrian knowledge and experience.
- Is certified or equivalent to a CHA level 2. (will train)
- First Aid / CPR (will train)
- Must have extensive horse experience and understand horse behavior.

- Able to handle difficult horses
- Possesses good customer service skills and presents a professional appearance and manner.
- Possesses strong attention to detail and organization while managing multiple priorities.
- Must be able to lift a minimum of 50 lbs. and move a minimum of 120 lbs.

### **ACCOUNTABILITY**

The Head Wrangler is directly accountable to the Horsemanship Director. I have read and received a copy of my Job Description. I understand that I am expected to follow my job as is outlined above and if I have any questions concerning what is expected of me, I will speak with my immediate supervisor.

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Employee

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Date