

Riding Counselor

Summary: The Riding Counselor is responsible for supervising campers and facilitation of camp activities for the horseback riding camp throughout the summer. In addition, the Riding Counselor will monitor campers and respond to incidents such as behavioral problems or accidents, maintain records relating to programs, and communicate efficiently and effectively with other camp staff. Counselors will create an inclusive, safe environment, which affirms and supportively encourages each camper. Counselors should be comfortable in a barn environment and around horses.

Commitment: This is a seasonal, summer position. All staff must attend staff training on the dates listed in the online application.

Minimum Requirements: 10th grade completion required. This position is exempt and may work more than a 40-hour work week.

Reports To: Director of Riding Workshop

Specific Responsibilities:

- Assists in facilitating core camp programming, crafts, games, and the camp activities for your assigned group.
- Assists with line-led lessons; works directly with campers and horses to maintain a safe riding environment.
- Implements safety guidelines and supervision of all campers whether assigned to you or not including rules of the barn, arena, and equipment.
- Serves as a role model for campers and encourages their full participation.
- Knows of, and manages relevant camper medical conditions, medications (epi-pen, inhaler, etc.), and additional relevant information.
- Keeps track of camp supplies and conveys needs to Camp Director.
- Supports relations and communication among staff members to promote an atmosphere of support and cooperation in the camp.
- Assists in all program areas such as special events, lunch, carpool, and swimming.

Other Duties:

- Completes First Aid and CPR training as part of Madeira Camps training.
- Attends staff training, morning meetings, and clean-up days.
- Assists with morning drop off and afternoon pick up.
- Abides by the policies and procedures of the Madeira School as outlined in the staff handbook.
- Acts as a responsible community steward by using the spaces on campus appropriately and enthusiastically supporting other staff members and campers.

- Performs other duties as assigned.

The above describes the general nature and level of work being performed by individuals hired into this job. This is not intended to be an exhaustive list of all responsibilities and duties required. The Madeira School reserves the right to change any or all content of this job description based on business needs. The incumbent, if applicable, will be notified of any changes before they become effective. The Madeira School is an equal opportunity employer.