



## Junior Horsemanship Clinic

# Barn Manager & Instructor Information

### Overview

The clinic focuses on the fundamentals of riding and horsemanship, with an emphasis on control, balance and safety. The JHC is an opportunity for young riders, ages 9-18 years, to gain knowledge and experience with their horses in the areas of dressage, stadium and cross-country. As well as, horse care, stable management, nutrition and more. The experience, ability, and passion of our JHC Instructors and Barn Managers will shape the quality of our young riders experience at GMHA.

*Please apply only if you are able to make the full commitment to the scheduled camp days and hours.*

### Employment Information:

- All JHC Instructors and Barn Managers are classified as GMHA employees and will be required to complete all employment documents, including an I-9 with supporting identification, a W-4, health insurance declaration and any other information as required by GMHA. Payroll for JHC is processed with GMHA's regular bi-weekly payroll and will be issued according to the payroll cycle.
- All staff is paid a flat daily rate, not an hourly wage.
- All staff must be at least 18 years of age.
- Limited on-site housing is provided at GMHA's Ranch House or at the Kendall Homestead (overflow/off-site, but nearby). If you require housing, indicate it on the application form. Arrangements can be made to come early/ stay late through the camp director.
- As a perk, staff receives board for 1 horse, hay and bagged shavings. You will need to supply all grain, supplements, etc. for your horse for the week.
- Lunch is provided daily through the GMHA. Breakfast and dinner are not included.
- Staff wishing to bring more than one horse need to make arrangements with the Camp Director ahead of time. \$45/night for GMHA Members, or \$60/night for non-member for stabling, hay and shavings not included for 2nd horse. Baled hay & bagged shavings are \$12 each.
- As an additional benefit, riding lessons with head clinicians scheduled after camp hours (based on availability) are included in your employment package (in the past, these people have been Suzi Gornall, Jane Hamlin, John and Bourgoin - all professionals at the upper level of eventing). Daily lessons are not guaranteed, but use of the grounds for schooling is available daily after campers have gone home for the day.

### Schedule Information:

- The GMHA Starter Horse Trials takes place the day before JHC. Several campers (and staff) have participated in this in the past and will stay over to start JHC the following day. If not competing, you may move your horse in on Saturday between 8am - 4pm. You may also move in to your housing assignment if not commuting to camp each day.
- All staff is required to be on grounds by 9:00am for a meeting on Sunday's move-in day for Campers. Campers begin to arrive at 12pm. Arriving earlier is encouraged, but not required. On Saturday, please try to attend a 6pm Planning Meeting at GMHA. Dinner and beverages will be provided.
- A typical work day is 7:30am-5:30pm (10 hour day), hours may vary.
- During lunch hour, staff may be asked to assist with pre-arranged demonstrations.
- You may be asked to attend staff meetings before, during, or after camp hours.
- All staff must attend the JHC wrap-up meeting on the final day of camp (after the campers depart), usually by 4:30/5pm.

### Riding Instructor- Qualifications & Responsibilities:

- Have a strong background in Dressage, Show Jumping, and Cross Country.
- Be able to teach for 6 hours per day (Four 90-minute lessons of 5 - 6 students each - 2 sessions AM & PM).
- Develop lesson plans and coordinate with Camp Director, Head Riding Instructor & Head Barn Manager.
- Riding instructors may have additional responsibilities including but not limited to: coaching students, assisting in setting courses, event preparation, clean-up and night checks.

## **Barn Manager- Qualifications & Responsibilities:**

- Barn Managers should have a strong background in teaching barn management and eventing/pony club/ dressage, etc.
- Barn Managers will be assigned to a group of campers to supervise in the stabling area, including managing feed schedules, making sure chores are done, and assisting with horse care (10 -12 campers).
- Barn Managers will be responsible for unmounted group lessons each day covering topics such as bandaging, nutrition, and lunging, etc. Lesson topics will be assigned by the Head Barn Manager and Head Riding Instructor.
- Barn Managers may have additional responsibilities including, but not limited to: assisting students in show prep, grounds clean up, setting courses, assisting in event preparation and night checks.

***PLEASE NOTE:*** Hiring for JHC is done based on the number of campers registered. Typically, we hire a first group of Instructors and Barn Managers and then offer "on-deck" positions. "On-deck" positions are officially hired as more registrations are received.

Please feel free to contact Jill Bogert, JHC Camp Director at GMHA with any questions you may have:

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