

Patron: Nicola Wilson, Team GB Olympic Medallist

YARD MANAGER VACANCY – PERSON SPECIFICATION

To manage Yard operations to deliver the RDA services of riding therapy, hippotherapy and events which includes organising staffing to enable the supervision of the Supported Volunteer programme.

To ensure and promote the wellbeing and fitness of the Equine Team.

To manage Yard operations, ensuring that yard staff deliver equine welfare to a high standard in compliance with current legislation.

To ensure that safe and supportive practice on the yard is demonstrated by staff to participants and volunteers.

Embed a culture of quality of service, professionalism and care to all users of our services.

The selection of candidates for the post will be based on the following criteria:

ESSENTIAL	PREFERRED
<p>Qualifications BHSAI/Level 3 BHS APC or other equivalent equine coaching qualification GCSE grade C/4 or above in English First aid at Work Certificate Full driving licence</p>	<p>Qualifications RDA Coach Certificate or RDA Advanced Coach GCSE grade C/4 or above in Maths</p>
<p>Capabilities and Skills Demonstrable experience of supervising Yard activity, including managing and training staff and volunteers. Good written and spoken communication skills. Good understanding of disability and disabled people's needs. Experience of organising and delivering of lessons. Training and experience of Safeguarding. Satisfactory Enhanced Disclosure and Barring List certification. Experience of the implementation of Health &</p>	<p>Capabilities and Skills RDA experience. Experience of preparing payroll from time sheets, staff rotas and annual leave. Knowledge of the recruitment and selection processes for the appointment of Yard staff. Experience of managing Volunteers to support RDA lessons. Experience of ordering supplies, equipment and services working within the confines of the annual budget. Knowledge of the regulatory framework for</p>

<p>Safety legislation. Experience of maintaining the highest standard of equine care and welfare and the implementation of Animal Welfare legislation and ensuring appropriate compliance measures. Experience of the purchase or loan of horses and appropriate vetting processes. Knowledge of the standards required to ensure maintenance of the yard, field infrastructure, equipment and tack. Experience in the delivery of BHS, and Pony club activities. Experience of planning and co-ordination of affiliated and non-affiliated competitions and events.</p>	<p>participants (RDA, BHS, & Pony Club). Experience of staff management, planning staff training and development, maintaining staff employment and CPD files. Understanding of the difference between a commercial business and a charity.</p>
<p>Personal Qualities Excellent attendance record Professional manner Dependability and reliability Hardworking and with meticulous attention to detail Ability to work well as part of a team Appreciation of the need for confidentiality Commitment to further personal training and development</p>	<p>Personal Qualities Committed to making a difference</p>
<p>Circumstances Circumstances that allow the level of commitment required to assist running the yard effectively. (Evening and weekend working will be required on a rota) To be a key holder for the premises and out-of-hours alarm responder.</p>	<p>Circumstances Car/vehicle owner</p>

MARCH 2021
