

GIRL SCOUTS OF THE DESERT SOUTHWEST

JOB DESCRIPTION



Position Title: Wrangler
Department: Mission Delivery
Reports To: Equestrian Director
Pay Range: \$150 - \$200 / week
FSLA Status: Seasonal Position—at Camp Mitre Peak

POSITION SUMMARY

The Wrangler assists the Equestrian Director and horse program unit staff in leading a safe, fun horse program appropriate for ages and abilities of campers.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Participates in the implementation of horse and general camp program activities within operational goals.
- Responsible to lead and assist with the teaching of activities to meet session goals; actively participates in all program areas, as assigned.
- Provides for the progression of activities within the framework of individual and group interests and abilities.
- Incorporates teaching of horseback riding, grooming, and other special skills, and an appreciation of the outdoors into the program.
- Primarily instructs ground or classroom riding lessons. Occasionally assists in riding arena or riding on trails.
- Participates with and supervises campers in their activities.
- Assists in program areas such as waterfront, nature, all camp activities and arts and crafts, as directed.
- Maintains high standards of health and safety in all activities for campers and staff. Maintains clear and positive written and verbal communication with all internal and external clients.
- Assures campers are properly supervised at all times; be aware of and implement safety guidelines as outlined in Safety Activity Checkpoints and camp operational guidelines.
- Be alert to campers and staff needs and assist them with personal and/or health problems; consult with camp health manager and/or resident camp director when appropriate.
- Be alert to equipment and facilities to ensure utilization, proper care and maintenance is adhered to; reports repairs needed promptly to camp director.
- Assists with care and feeding of camp horses.
- Contributes to the diversity emphasis of the council by ensuring that all materials, activities and programs are sensitive to and reflective of the interest, values and needs of persons of all racial/ethnic groups, cultures, religions and abilities.
- Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.
- Report suspected child abuse to Camp Director immediately
- Comply with personnel policies
- Subscribe to the mission and beliefs of the Girl Scouts of the USA by becoming a member if not already a member

Qualifications

To perform this Position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required.

A. Education and/or Experience

- Must be at least 18 year of age and a high school graduate. Two – three years' experience working with and caring for horses.
- Experience teaching western-style horseback riding lessons preferred.
- Lifeguard, wilderness first aid or other advanced first aid preferred.
- Must hold current CPR/First Aid certification or be able to pass the training at camp
- The acceptance and understanding that employment is at a resident (overnight) camp and that therefore, work hours are irregular
- Must submit health physical and health history record prior to first day of work.
- Ability to interact with all age levels.
- Proof on vehicle insurance and access to reliable transportation.
- Willingness to accept the beliefs and principles of the the Girl Scout Movement and acceptance of the relevant and compelling benefits of Girl Scouting.

B. Certificates, Licenses, Registrations

- Valid Driver's License and Girl Scouts membership required.

B. Language Skills

- Excellent, effective English language abilities, both oral and written.

C. Reasoning Ability

- Demonstrated reasoning ability, in order to successfully lead and/or manage responsibilities as described above.
- Ability to work independently and prioritize work while managing multiple deadlines.
- Proven ability to work in a collaborative, service-focused environment.
- Strong analytical skills, as well as problem-solving and conflict management capabilities.

E. Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this Position.

- Sufficient eye-to-hand coordination to successfully operate a computer keyboard.
- Ability to give presentations in front of large groups.
- Ability to give and receive information by telephone and in person.
- Ability to sit upright for extended periods of time.
- Ability to occasionally climb or balance; and stoop, kneel, crouch, or crawl.
- The employee must frequently lift and/or move up to 20 pounds and occasionally lift and/or move up to 50 pounds.

- Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures and apply appropriate behavior-management techniques.
- Must have personal transportation and ability to drive, possess a valid driver's license, maintain personal auto insurance and meet the council insurance company's requirements for coverage.
- Ability to work and reside at Camp Mitre Peak which is at approximately 4,000 feet, including but not limited to, hiking, biking, standing, cooking, uneven terrain and other such outdoor elements.
- Ability to work in the heat, sun, rain.
- Other demands, as determined by the council.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this Position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This Position functions primarily out of Council's Camp Mitre Peak, which is a hilly property at 4,000 plus feet. Camp Mitre Peak is subject to extreme temperature and wind.

Other Working Conditions

- Continuous requirement for professional demeanor and appropriate office attire.
- A criminal background check is required.
- Continuous work as a team member and ability to work independently with some supervision.
- Continuous ability to work well with others.

Girl Scout Core Competencies:

The competencies listed below are core to the Girl Scout movement:

- **Empathy, with colleagues and customers** – a successful member of the Girl Scout team approaches other with a service mindset, offers humility and inspires trust, takes time with people and is a good listener, and overall offers respect and kindness to all.
- **Possibility Thinking** – staff members approach challenges with curiosity, shows enthusiasm, explores alternatives before acting, takes on challenging tasks and sees opportunity in ambiguity, change and transition.
- **Innovation** – core to Girl Scouting staff must think in unique and independent ways, pursue standards of excellence, learn from risk taking and failure, and embrace new ideas from everywhere and everyone.
- **Courageous Leadership**, of self and others – staff work for the good of the whole, work collaboratively at all times, model assertive behaviors: bold, confident, respectful, empower others and distributes decision making, promotes honest communication and passionate debate, and maintains personal integrity.

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