



WYOMING CATHOLIC COLLEGE
SUMMER JOB DESCRIPTION
Equestrian Manager - COR Ranch



Job Title: Equestrian Manager

Location: Cora, WY (near Pinedale)

Department: COR Expeditions

Compensation: \$90-\$120/day, depending on experience & room and board (\$5,000-\$6,500)

Reports to: Dr. Thomas Zimmer and Mrs. Sheehan

Number of Openings: 1

Work Schedule: Various ranch sessions from June 1 through mid-August. Typically a week on and then a few days off and then another week on, etc. Schedule varies and evening and weekend work is required.

Positions Summary: Manage the horses and related equipment at the ranch. Take families and COR clients on rides. Teach other COR staff at the ranch to assist with the horsemanship needs of the ranch. Assist with other ranch needs such as maintenance, and guest services.

Essential Functions/Primary Job Responsibilities:

1. Manage the horses and agricultural needs of the ranch, teaching other staff to assist with those needs.
2. Bring clients including families on appropriate rides, creating a fun, educational, and memorable experience for them.
3. Have flexibility to involve families in spontaneous ranch related activities outside of rides i.e. feeding horses, grooming horses, etc.
4. Work collaboratively with the rest of the staff to complete necessary tasks, including horse, ranch, food, housekeeping, and guest service related tasks.
5. When essential horse and ranch related needs are met, participating in other ranch activities such as discussions with parents, games with kids etc.

Minimum Job Requirements:

- Extensive previous experience in equestrian management and livestock care.
- Ability to teach basic riding skills, evaluate riders, and facilitate risk management related to horseback riding and ranch activities.
- Ability to organize and lead a diverse staff team.
- Desire to welcome families/guests and make them feel oriented and at home.
- Ability to maintain positive personal interactions with guests and coworkers.
- Good interpersonal and communication skills.
- Organization, attention to detail, creativity, and reliability.

- Ability to work collaboratively with others as well as independently.
- Current driver's license and vehicle or clean driving record preferred.
- Current Wilderness First Responder and CPR preferred.

Special Working Conditions: The Equestrian Manager is a highly active outdoor position with a wide variety of tasks and responsibilities. Work will require heavy lifting, adverse weather conditions, and a high level of physical fitness. Some indoor/office related conditions as well.

To Apply: Complete the WCC job application online at wyomingcatholic.edu/employment-application and upload a cover letter and current resume.

Application Deadline: Nov 29, 2021

For More Information: Email Dr. Tom Zimmer at thomas.zimmer@wyomingcatholic.edu