



PART-TIME GROOM VACANCY
JOB DESCRIPTION AND PERSON SPECIFICATION

Role	Groom
Salary	Part-time hours – negotiable. Salary at minimum wage level.
Responsible to	Equine Manager
Summary of Position	<p>To join a small friendly team as a groom to the horses at Clwyd Special Riding Centre, ensuring the welfare and needs of the horses and ponies are paramount at all times.</p> <p>Assist in the smooth running of the Centre with regard to all its activities.</p> <p>Includes some evening and weekend work.</p>
Main Duties and Responsibilities	<p>Preparation of horses for all activities at the Centre, both on site and for RDA competitions and demonstrations off site.</p> <p>Exercising and schooling of horses as directed by the Equine Manager.</p> <p>Feeding, paddock maintenance, mucking out, grooming, clipping and trimming of horses.</p> <p>To train towards RDA coaching qualifications.</p> <p>Ensure the upkeep and maintenance of the facilities with regard to cleanliness and safe condition.</p> <p>Complete necessary paperwork in respect of horses, RDA records and Centre records.</p> <p>Supervise and work alongside volunteers and work experience students.</p> <p>Work alongside volunteers in the provision of RDA sessions.</p> <p>Tractor driving, to assist with pasture management and daily activities.</p> <p>Follow all the Centre policies including Health and Safety, Equal Opportunities, Child Protection and Confidentiality Policies.</p> <p>Promote the work of the Centre.</p> <p>Other duties assigned by the Equine Manager to assist in the smooth running of the Centre.</p>



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	<p>Essential Skills</p> <ul style="list-style-type: none">• At least a Level 2 horse care and riding qualification or equivalent proven skills and experience.• Previous yard experience.• Must be confident in riding a range of horses of different sizes, temperament and age. (Interview will include a ridden element).• RDA experience desirable but not necessary.• Experience of and able to work as part of a team.• Able to work without supervision to a high standard.• Excellent communication and customer skills.• Able to plan and prioritise work when required.• Able to work within given policies.• Able to communicate at all levels.• Customer focused approach to work.• An outgoing positive approach to working life at CSRC.• Able to be adaptable and flexible particularly with reference to evening and weekend work.• Professional manner and appearance.• Driving licence. <p>Desirable Skills</p> <ul style="list-style-type: none">• Communicate through the medium of Welsh.• BHS/Teaching Qualification.• First Aid Qualification.
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