

# Camp Ondessonk Equestrian Coordinator

## Position Description

### **IDENTIFYING INFORMATION:**

Title: Equestrian Coordinator, Camp Ondessonk, Ozark, IL

Status: Full-time, permanent, exempt.

Department: Outdoor Ministry, Diocese of Belleville, IL

Reports to: Equestrian Director

Compensation: \$30,000-\$35,000 per year, benefits package, on-site housing, and some meals

Camp Ondessonk has proudly served summer campers since 1959 and outdoor education students since 1988. Ondessonk's 983 acres are adjacent to thousands more acres of the Shawnee National Forest. Our summer camp programs provide experiences that encourage young people to have fun, grow spiritually, make friends, gain self-confidence and self-esteem, and develop values. Camp Ondessonk offers programs to many different groups throughout the year. During the fall, winter, and spring, we offer equestrian experiences, outdoor education programs to school and youth groups, team building, conference and retreat facilities, and a variety of specialty weekends, volunteer work weekends, and open houses. Camp Ondessonk is owned and operated by the Catholic Diocese of Belleville, IL, and people of all faiths are welcome to enjoy Camp Ondessonk.

**Our Mission and Vision:** The Mission of Camp Ondessonk is to provide exceptional outdoor and spiritual adventures empowering kids of all ages. Our Vision, inspired by our Catholic tradition and commitment to the growth of people and faith, is to operate a world-class camp in a spectacular natural environment, inspire leadership, self-confidence, and lifelong learning, and promote stewardship and appreciation of God's gifts.

### **PRIMARY RESPONSIBILITIES:**

The Assistant Equestrian Director is responsible for assisting the Equestrian Director in the general management, operation, and supervision of the stable program, personnel, horses, and facility. The Assistant Equestrian Director will help train, maintain, and care for a large horse herd, stable, and pasture system. This person must have the leadership ability and experience to promote and help maintain a positive, efficient, and safe working atmosphere. Major responsibilities and activities include, but may not be limited to:

- Assist the Equestrian Director in caring for the horse herd, including feeding, mucking, grooming, schooling, training, riding, basic veterinary care, and upkeep.
- Assist with Camp Ondessonk's horsemanship and riding program through lessons, guided trail rides, summer programs, and other horse programs while interacting with guests positively.
- Help the Equestrian Director maintain stable facilities, including barns, arenas, pastures, and fences through the operation of heavy machinery and maintenance equipment.
- Assist with oversight and supervision of Horse Camp and Horse Adventure summer programs
- Help supervise, teach, and mentor summer and seasonal staff.
- Help find and train horses to fit our needs and programming.
- Actively display proper horsemanship behavior and riding techniques
- Manage the equestrian program in the absence of the Equestrian Director.
- Assist the Equestrian Director in the deliberate development and improvement of Camp Ondessonk Stables' equestrian programming.
- Ensure that proper safety equipment and procedures are being implemented at all times for guests, campers, and staff to meet ACA and CHA accreditation standards, as well as regulations and policies put in place by Camp Ondessonk and the Stables.
- Assist as needed in other areas of camp operations including, but not limited to, maintenance, marketing, site supervision.

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### POSITION SPECIFICATIONS

- **Contact:** Regular contact with: The Equestrian Director, campers, summer, and seasonal staff, administrative staff, maintenance department, and guests, as well as other departments within Camp Ondessonk to exchange information, receive support, and offer support.
- **Complexity:** Duties involve physical labor in a changing outdoor environment, programming, working with horses, and working with staff and public entities.
- **Impact:** The position can and will have a direct impact on the quality of equestrian programs, the grounds and facility of the stable, and the herd of horses. The quality of work from this position then impacts Camp Ondessonk's school year, summer, and specialty programs.
- **Work Setting:** Rural outdoor setting involving continuous physical activity. Early morning, evening, and weekend hours are required as needed by the program. The average workday depends on the season. This position may be required to stay on-site over select holidays to provide appropriate coverage for the herd, should a holiday be worked a comparable amount of days will be allowed at a different time.

### QUALIFICATIONS AND REQUIREMENTS:

- Bachelor's degree in a related field or strong, documented equine experience
- Applicants must be at least twenty-one (21) years old
- No less than 2 years experience working with horses. Experience with youth preferred.
- Have significant horse care and riding experience
- Physically able to lift 50lbs
- Physically able to do taxing work for long hours on end
- Needs leadership ability to supervise campers and staff in a positive, safe, and effective manner
- Knowledge of facility maintenance, including equipment, tractors, tools, etc.
- Have a mature judgment, excellent work ethic, and be a responsible person
- Ability to have a positive working relationship with the Equestrian Director and staff
- CHA and First-Aid/CPR certifications, or ability to acquire these certifications upon hire

**Benefits:** Camp Ondessonk provides on-site housing, employee subsidized health insurance, dental/vision plan option, and retirement package. Meals are provided when groups are on-site. Employment qualifies for numerous pro-deals on outdoor gear. Employees have access to Camp's 983 acres and adjacent Shawnee National Forest with many opportunities for hiking, backpacking, rock climbing, canoeing, among others. Full or partial compensation for conference attendance, certifications, and professional memberships.

**TO APPLY PLEASE EMAIL YOUR RESUME, and COVER LETTER TO  
CATHERINE at [catherine.limkeman@ondessonk.com](mailto:catherine.limkeman@ondessonk.com)**