



## **Job Summary: Working Barn Manager**

Ridgebury Farm & Stables is seeking a Working Barn Managers who is highly skilled in all aspects of horsemanship and possesses a solid working knowledge of basic medical treatments, equine nutritional needs, and equine behavioral management techniques.

They will be responsible for overseeing the general maintenance and upkeep of the barn. The Barn Manager may oversee the work of the groom(s) once we expand and ensure the barn is a safe and clean environment for our horses and staff.

### **Work Schedule:**

The Barn Manager is a full-time position working approximately 50 hours per week and may include irregular hours, such as evenings, weekends, and holidays. Sick, injured, or foaling horses may require tending to during off-hours, where the barn manager may need to call in and assist a veterinarian.

### **Compensation:**

This is a salaried role, commensurate with experience. Due to the nature of this role, the Barn Manager will be expected to live in the onsite housing.

### ***Supervisory Responsibilities:***

- Indirect

### ***Reports to:***

Executive Director

### ***Duties/Responsibilities:***

- Oversee daily operations.
- Arena basic maintenance and upkeep.
- Provide horses with feed, hay and supplements.
- Minor injury triage for horses as needed.
- Oversee horse health and care and report/document any issues as they arise.
- Muck out stalls and maintain clean bedding.
- Turn out/in horses to paddocks and help monitor horses for appropriate paddock mates.

- Ensure individual horse's specific maintenance such as leg wraps, fly masks, blankets, etc.
- Assist with veterinary treatments and appointments.
- Supervise groom activity.
- Compliance with and help maintain all safety measures and procedures for staff and clients.
- Oversee and request needed supplies, equipment, and feed.
- Maintain records for horses, equipment, and supplies.
- Prepare stalls for incoming and outgoing boarders.
- Prepare horses for routine veterinary visits and farrier visits.
- Ensure Manure management plan is followed.
- Report any maintenance issues in a timely manner.
- Performs other related duties as assigned.

***Required Skills/Abilities:***

- Knowledge of industry standards for horse care and barn management.
- Experience managing a 20+ horse facility in a multi-discipline barn is a plus.
- Basic knowledge of horse medical care and health issues.
- Ability to interface with clients in a professional manner.
- Proficient in Microsoft Office Suite or similar software.
- Comfortable working around children and adults with physical and cognitive disabilities.
- **Due to the nature of our business, all employees will be required to pass a background check.**

***Education and Experience:***

- Certification in Barn or Equine Management or similar
- Minimum 2 years experience

***Physical Requirements:***

- Extensive outdoor work in all weather conditions.
- Requires the ability to consistently perform long periods of moderate to intense physical activity.
- Comfortable handling horses in excess of 1000 pounds.
- Must be able to lift up to 50 pounds at times.

Ridgebury Farm & Stables, LLC. Provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Questions, concerns, comments or request for accommodations may send directly to [info@ridgeburyfarm.com](mailto:info@ridgeburyfarm.com)