

Job Description

Full Time Riding Coach and Pony Club/Short Courses Co-ordinator

About Stonar

Stonar School is a vibrant co-educational day and boarding school for students aged 2 – 18. As one of over 50 schools worldwide in the Globeducate Group (<https://www.globeducate.com/>), Stonar has a global educational perspective, yet it is located in stunning grounds in the Wiltshire countryside just eight miles from the centre of the city of Bath and within easy reach of the M4 corridor.

Students regularly achieve excellent results, which are beyond expectations both academically and personally and the school is noted for its exceptional onsite equestrian centre. In addition to the term time day and boarding offering, Stonar also runs short courses during the school holidays, primarily for overseas and boarding pupils.

The role & purpose of the post

Job Title:	Full Time Riding Coach and Pony Club/Short Courses Co-ordinator
Responsible to:	Head through the Senior Yard Manager/Senior Coach/Director of Riding

The applicant should be a BHS Level 4 Senior Coach or an experienced BHSAI/Level 3 Coach (Complete) and needs to demonstrate knowledge and experience of teaching pupils of between four and eighteen years. Demonstrate a knowledge and experience of working within a team to assist with running a large equestrian centre. Demonstrate experience of managing staff and pupils, organising a yard and show good communication skills and IT literacy. Demonstrate correct teaching and coaching and experience of delivering Pony Club training.

Main Duties and responsibilities:

- Teach and train a variety of pupils in equitation, equine theory and practical topics
- Teach a range of abilities from beginner to elite.
- Train pupils and students for their BHS examinations.
- Assist with the daily care and wellbeing of all the horses
- Work as part of a team

- Guide the staff and pupils to achieve high standards in all aspects of their work
- Maintain standards as required by the Director, in all aspects of appearance, teaching quality and all aspects of yard management
- Cover for other members of staff when necessary
- Weekend work will also be necessary, on site or accompanying pupils to competitions
- Be responsible for the planning and co-ordination of the Centre's Pony Club activities for both Prep and Senior School, including training pupils progressively through badges and awards
- Be responsible for assisting with the organisation and delivery of Stonar's Residential Riding Camps, liaising with the Director of Short Courses in managing bookings and planning timetables and staffing

Detailed Responsibilities (in liaison with other staff and Coaches)

- Demonstrate professionalism in all your teaching, combining the learning with both fun and safety
- Plan lessons in accordance with schemes of work which are enjoyable and safe.
- Ensure that safe practice is followed and health and safety standards are met at all times, necessary reports are completed in the event of an accident and reported to the School Nurse and/or Domestic Bursar.
- Continually update and improve teaching techniques.
- Carry out regular hat checks and inspections
- Keep daily registers up to date, and write up reports when required.
- Attend Parents' Evenings and other School events as deemed necessary by the Head.
- Schooling any horses that need extra training.
- Assist in the development of all equine curriculums at Stonar School.
- Assist with yard work and cover other riding staff (mucking out, sweeping, bringing in/turning out, etc) in the event of an emergency or staff illness or absence.
- Assist with the tacking up and preparation of pupils and ponies before lessons. Assist with untacking and necessary care of ponies after lessons.
- Keep daily registers up to date, and write up reports when required

- Be willing to continually update and improve personal development
- Be part of the organisation team for competitions, eg Inter Schools One Day Events.

Hours of Work

Full time, 5 days per week (40 hours)

At certain times it may be necessary for hours to be flexible.

Extra hours of work will be necessary to cover all of Stonar School competitions and events e.g. ISODE, Christmas Show and Speech Day etc.

Annual Leave

Full-time position is entitled to 25 days annual leave plus bank holidays or a day in lieu. Bank holidays during term time or riding camps may be working days.

Sick Leave

Your sick leave entitlement will be 10 days pro rata.