RIDING FOR THE DISABLED ASSOCIATION BRIGADOON INC

Developing abilities & enriching lives through therapeutic and recreational equestrian activities

ROLE DESCRIPTION

SIDE WALKER

Responsible To:

- The Centre Volunteer Coordinator
- The Coach during service delivery and horse care
- The Centre Committee

Role

The role of the Side Walker is to work with and assist the client during RDA sessions under the direction of the centre coach.

Responsibilities and Duties

- Consider volunteering a serious commitment
- Work constructively as part of a team
- Be friendly, polite, courteous and professional. Be reliable, punctual and honest.
- To endeavour to provide a service to clients of a high standard.
- Ensure the rider has the correct clothing, hat and footwear on prior to mounting.
- May need to assist the coach with mounting and dismounting.
- Must be aware of the support needs of the individual clients they are assisting.
- Be familiar with the personal development plans for individual clients.
- Assist the coach with the provision of feedback on individual clients.
- Remain vigilant and aware of the riders needs at all times during their session.
- Treat all clients with respect and encourage them to be part of the decision making process during sessions.
- Maintain confidentiality in all issues pertaining to clients
- To complete a Working With Children Check which has a positive outcome
- To notify the Centre of planned days of attendance
- Demonstrate support and commitment to the policies and procedures of the organisation, including the RDA Occupational Health & Safety Policy and exercise a Duty of Care as required under the Occupational Health & Safety Act 1984. (The policies and procedures are in the RDAWA Resource Manual available for reading in the office of our Centre Club House.)
- Undertake training as needed
- Maintain effective communication with all staff and volunteers

DRAFT

- Wear the identification badge provided by the Centre and wear neat, suitable clothing that enables the execution of all duties and which gives a good impression to the Community.

Rights

- To be treated as an equal and as a valued member of "the team"
- To receive sufficient orientation and ongoing training to fully prepare for the role
- To be given a role suited to your temperament, abilities and skill level with consideration for personal preference
- To reimbursement for certain expenses in relation to your volunteering as decided at Committee level
- To be covered by RDAWA's current insurance policy
- A clearly written role description
- Know who you are accountable to
- Be recognised as a valued team member
- Be supported and supervised in your role
- A healthy and safe working environment
- Say "NO" is you are uncomfortable with expectations of you
- Be informed and consulted on matters which directly or indirectly affect you or your work as a volunteer
- Be made aware of the grievance procedures within the organisation

Skills and Knowledge

Ideally a horse leader is someone who:

- Has a genuine care and concern for people who are disabled
- Is patient, kind and committed
- Has the flexibility and ability to deal with all types of weather
- Has a reasonable level of fitness
- Has a willingness to undergo training in the role
- Is a pleasant and caring personality
- Is Courteous and punctual
- Is reliable
- Can follow directions
- Likes working with animals and people

Attachments

- Code of Practice Governing Volunteers involved in RDA
- RDA Brigadoon Mission Statement

I have read this Role Description and I agree to undertake these tasks to the best f my ability and agree to read the information given in the Volunteer Information Booklet.

Volunteers Signature: _____

Date: _____

Centre Volunteer Coordinators Signature: _____

Established: *January 2009*
Revised:
Next Review Date: *October 2009*