



Job Description and Person Specification: Equine-Assisted Therapist and Referral Co-ordinator

Location: Sirona Therapeutic Horsemanship, Dartington Hall, Devon, TQ9 6EB

Reports to: Managing Director

Hours: 21 hrs per week across 3 days (35 hrs FTE) (holidays to be taken in school holidays)

Salary: £12,600 pa pro rata (£21,000 pa FTE)

Term: 3-year fixed term contract aligned to grant funding

Role overview:

The Equine-Assisted Therapist and Referral Co-ordinator will support on Sirona Therapeutic Horsemanship's therapeutic and education equine-assisted programmes. Working as part of a collaborative and supportive team, this role focuses on co-ordinating referral activity with relevant partners and organisations, as well as delivering therapeutic programme activity for vulnerable groups, course co-ordination and delivery and media and publicity officer.

Job Duties:

The role includes and involves the following:

Therapeutic activity

- Work directly with children and young people 4-25yrs and adults with a wide range of support needs delivering therapeutic, educational and other relevant equine based programmes.
- Work in partnership with children, young people, their families and other agencies, such as social services and schools. This includes attending meetings both at Sirona and sometimes off site (for which travel expenses will be paid).
- Write reports and monitor and evaluate progress of participants. This includes working with the MD on regularly reviewing Sirona outcomes measures and research projects with outside universities/other agencies.
- Ensure safety remains at the centre of the work with children and young people and all work is risk assessed.

Referral activity

- Referral co-ordination including liaising with referral organisations such as Local Authorities, social workers, schools, youth offending, pupil referral, units and other organisations and private parents/adults.
- Organising the timetabling, arranging taster visits and overseeing the application and risk assessment & safeguarding process.

Educational activity

- Assist with training students in educational programmes such as the BHS Changing Lives through Horses programme, and accredited qualifications in horse care in partnership with Bicton College.
- Liaising and co-ordinating with relevant schools and colleges with recruitment, enrolment and assessment of students if required.

- Participate in the development and delivery of relevant training to the Sirona team and other agencies as required.
- Creation, promotion, co-ordination and delivery of other Sirona courses to the public for both young people and adults.

Media, publicity and broader activities

- Act as the media and publicity officer, writing press releases, publicity and event organisation.
- Provide support in all aspects of horse care and management as required and oversee management of Sirona yard if the managing director is off-site. This includes management of the equine yard staff and apprentices and overseeing the classroom, office and yard and other areas.
- To promote the values and principles of Sirona Therapeutic Horsemanship in providing support and educational opportunities to vulnerable children and young people in order to help them reach their potential.
- Work within and promote policies in relation to Equal Opportunities and anti-discriminatory practice.
- Undertake any additional and appropriate functions as required.

Skills and experience required:

	Must have/be able:	Desirable qualities
Experience	<ul style="list-style-type: none"> • Experienced with working with different age and ability groups of young people • Experience of equine-assisted therapy/learning • Competent and experienced horse skills • Have worked with young people and horses in a teaching/counselling capacity • Able to effectively meet the needs and communicate with different external organisations • Media and publicity and event experience 	<ul style="list-style-type: none"> • Worked within a range of equine establishments • Previous experience of referral co-ordination
Skills & abilities	<ul style="list-style-type: none"> • Able to motivate and teach young people who have had adverse childhood experiences (ACE) • Be able to oversee an equine yard, caring for a variety of horses • Good knowledge of stable management at level to teach to BHS stage 1 / Level 2 • Good team worker • Excellent communication skills • Excellent organisational, admin and IT skills • Knowledge of health and safety 	<ul style="list-style-type: none"> • Have worked in a variety of positions with young people with additional needs/challenges • Have experience of managing volunteers/other staff management
Qualifications	<ul style="list-style-type: none"> • Psychotherapy or counselling qualification • Degree level or other relevant 	<ul style="list-style-type: none"> • Equine qualification

	qualification to the post	
Training	<ul style="list-style-type: none"> • Equine training • Training in children/young people 	<ul style="list-style-type: none"> • Equine-assisted learning/therapy training • Current first aid certificate
Other	<ul style="list-style-type: none"> • Willing to work weekends & evenings if required • Flexible with working hours • Current driving licence due to rural location and need to drive to events • The successful applicant will agree to an enhanced DBS being carried out in line with Sirona's safer recruitment policy. 	<ul style="list-style-type: none"> • Willing to undertake training in relevant areas