



JOB OPENING

School of Horsemanship Coordinator

Stable Recovery is a nonprofit organization dedicated to empowering individuals in recovery from addiction through the healing connection between humans and horses and meaningful workforce development. The School of Horsemanship (SOH) Coordinator is responsible for supporting the overall operation and development of the Taylor Made School of Horsemanship program. This role focuses on both the professional and personal growth of Stable Recovery residents, ensuring that each trainee receives quality horsemanship instruction while maintaining balance in their recovery journey.

Reporting to the Stable Recovery Program Director and Taylor Made Farm Manager, the SOH Coordinator serves as a recovery mentor to trainees, helping them balance their personal recovery journey with the work and skill-building required in the School of Horsemanship.

Position Specific Responsibilities:

- Comply with all requirements and expectations set by Taylor Made Farm
- Serve as a recovery mentor to trainees, helping them balance their personal recovery journey with the work and skill-building required in the School of Horsemanship
- Engage in meaningful conversations and offer empathy to trainees
- Promote a culture of accountability among trainees, encouraging them to hold themselves and others responsible for completing all assigned tasks to the best of their ability
- Create weekly scheduling for trainee's, taking clinical appointment schedules into account, and communicate schedules to Stable Recovery
- Approve trainee time off requests, in coordination with the Stable Recovery
- Hold trainees accountable to their schedules and the requirements and responsibilities of their role
- Verbally report any incidents involving trainees to Stable Recovery staff immediately, and follow-up with a written incident report in a timely manner
- Participate in weekly resident evaluations with Stable Recovery staff to report on the progress and behavior of each trainee, with specific focus on the following areas: Attendance, Self-Care, Attitude, Accountability, and Willingness to help others
- Conduct 30-day evaluations of each trainee to determine if they are capable of continuing their training
- Prepare slides for the monthly School of Horsemanship meeting, and be prepared to discuss the progress of each trainee



JOB OPENING

School of Horsemanship Coordinator

Strategic and tactical work responsibilities:

- Supervise trainees
- Responsible for overall aesthetic appearance of their area of responsibility
- Train students properly on all functions of the barn
- Delegate daily work and establish routine for trainees under his/her supervision
- Determine the specific amount and type of rations/feed needed for each horse
- Complete medical sheets, as needed
- Oversee the efficient use of supplies
- Communicate regularly with VP's, Account Managers, and Farm Managers
- Identify and inspect every horse
- Identify sick and lame horses
- Inspect all tractors and farm equipment before use
- Place orders for feed and supplies
- Deposit all mineral blocks into the fields as needed
- Assist blacksmiths, vets, photographers, and clients
- Approve weekly invoices from subcontractors/vendors
- Prepare broodmares for all major sales

Qualifications:

- Proficiency in Microsoft Office Suite (Word, Excel, Outlook) and basic computer literacy for documentation and scheduling.
- Strong emotional intelligence (EQ), able to read, understand, and respond to others with empathy, patience, and professionalism.
- Experience supervising or mentoring individuals in a training, farm, or recovery environment.
- Ability to maintain professionalism and boundaries while supporting residents in active recovery.
- Strong organizational skills and attention to detail in scheduling, documentation, and follow-up.
- Working knowledge of equine care and barn management
- Valid driver's license and reliable transportation required.



JOB OPENING

School of Horsemanship Coordinator

Stable Recovery Mission

At Stable Recovery, we are a peer-driven therapeutic community that emphasizes equine employment training and career opportunities.

Our mission is:

- to provide a safe and stable living environment, where individuals with substance abuse disorders can work to achieve sobriety; and
- to provide twelve-step and related programming to assist such individuals in maintaining their sobriety and developing life skills, so that they can become productive members of society.

Taylor Made Company Standards:

- All work will be performed in accordance with the Taylor Made core values of; honesty, treat customers team members and horses like family, innovation, and always look for a better way.
- Each individual in the program will adhere to the foundational Taylor Made values of; accountability and dedication to customer service in each business relationship.
- The organizational and managerial structures of the company will be the embodiment of the functional Taylor Made values of a; well-trained, systems-driven, organized, fact-finding, and forward-thinking coordinated group.
- Each trainee will reflect the relational Taylor Made values by being; appreciative, encouraging, humble, respectful, responsible, and united with others in their interactions.
- All Taylor Made business will be done in the spirit of the embodied values of the company, being; ethical, enthusiastic, fun, outstanding, relational, and responsive.
- All transactions for Taylor Made will be done in accordance to governmental laws and jurisdictions under which the company operates.
- All work will follow company policies and standards inherent in all position agreements, system action plans, handbooks, and policies.
- Client and company confidentiality will be held to the highest standards.
- All strategic and tactical work will be documented and updated in each position agreement statement as necessary.

Compensation & Benefits

- Salary Range: \$17-\$20/hr
- Benefits: Health insurance, paid time off, flexible schedule, etc.