



'Harnessing the magic of horses to change lives'

VOLUNTEER JOB DESCRIPTION – HOST/HOSTESS

DESCRIPTION:

- To interact with guests, clients and their families when they arrive;
- Answer questions to the best of your ability;
- Help guests and families stay in the waiting area or other safe areas of the farm;
- Assist the instructors with client preparation within your comfort level, to
- Ensure that all guests have signed liability waivers and other necessary paperwork

Clients are of various ages and sizes with various special needs and enrolled in one of the following programs; adaptive riding, hippotherapy, equine facilitated learning, or personal development.

HART goals related to this volunteer position: Be part of the HART team. To help guests feel welcome while helping them make good, safe decisions while on the farm. To ensure that each member, guest, volunteer and visitor feels welcome in our non-discriminating, safe and caring environment.

ADDITIONAL DUTIES: This volunteer position requires a person to enjoy people of all ages, backgrounds and abilities. To help keep the waiting/guest area clean and safe of debris. The host/hostess will have undergone a training session to help them feel comfortable with the details of the organization and the services and knowledge of safe practices in the barn environment. These duties are essential and necessary to the core operations of HART.

EQUAL OPPORTUNITY: It is our policy to seek qualified persons and provide equal opportunity for the advancement of members and to administer all of our employment and volunteer policies in a manner that will not discriminate against any person because of race, color, religion, gender, age, marital status, military status, national origin, citizenship status, disability, or status as a disabled veteran or veteran of the Vietnam era or any other legally protected status unless it is a bona fide occupational/volunteer position reason necessary to the operation of our business. HART will make reasonable accommodation in the application process, if needed. This volunteer application does not constitute an employment contract.