

# HANDICAPPED EQUESTRIAN LEARNING PROGRAM

## VOLUNTEER GUIDELINES

### **FIRST VISIT:**

- ▶ Attend a scheduled 30 minute training orientation (contact HELP via email ([info@helpcenterofaustin.org](mailto:info@helpcenterofaustin.org)) to receive orientation schedule
- ▶ Orientation time is 5:45 p.m.

### **WHAT TO WEAR:**

- ▶ Fully closed shoes (boots, tennis shoes).
- ▶ No low-cut or midriff tops.
- ▶ Jeans, modest shorts, t-shirts, sleeveless shirts/tops are appropriate.

### **DO'S & DON'TS:**

- ▶ Cell phones on vibrate or turned off. No talking on cell phones during lessons.
- ▶ During lessons always make the conversations include rider, this time is all about them. Appropriate language (i.e. No cursing, gossiping).
- ▶ This program is a smoke and alcohol free environment.

### **TRAINING YOU WILL RECEIVE:**

- ▶ How to approach and walk around the horses.
- ▶ Brush, clean feet (if you feel comfortable), place appropriate tack on horse.
- ▶ You will be introduced to the rider, at that time the instructor will give you direction on how to assist the rider as a side walker (all volunteers start as side walker).
- ▶ Side walkers walk along the horse's right side only and assist the rider with balance. The instructor is in charge of protecting and ensuring the rider's safety if the horse shows distress.
- ▶ If you have horse experience we request that you sidewalk for at least 4 lesson nights before we train you to lead a horse during lessons. This will give you the opportunity to get use to our horses' personalities and habits. At that time we will take you thru the Horse Handler training.
- ▶ We are always in need of volunteers to help with feeding and caring for the horses. If you stay for feeding you will be instructed on what is needed at that time.
- ▶ Other volunteer opportunities you might be interested in or know of someone who might: Saturday or Sunday work days where other organizations offer assistance which might include; painting, mending fence, constructing shelters, repair stalls, etc.

### **CALL IN PROCEDURE:**

Whatever day you want to volunteer (either Monday or Thursday or both) you must always call in on that day:

- ▶ The day of call 512-251-1099 before 12 noon
- ▶ Once answering machine answers press "2" on your phone to go to the volunteer line.
- ▶ You will hear a message regarding the evening's ride or if cancelled (possible weather conditions).
- ▶ Leave your name and the hours you will be volunteering (if you can only come out for the 6:00 pm or 7:00 pm (winter hours)/6:30 pm or 7:30 pm (summer hours), or both).