

# Project R.I.D.E., Inc. Volunteer Guidelines

*The following guidelines are written for your health and safety needs and those of our riders, and are in no way meant to discourage anyone from being an important, contributing volunteer for this program.*

## Health Considerations

An important factor in considering whether to volunteer in our classes is the ability to walk for 30-60 minutes at a time, with a minimal amount of occasional trotting during some lessons. Provisions can be made for the individual who is able to walk throughout the lesson, but is unable to run. We operate in an environment in which exposure to dust, hay, pollen, animals and other potential allergens should be expected. All volunteers who have any health considerations should discuss this activity with their doctor prior to becoming a volunteer.

## Dress Code

Volunteers may not wear open-toed shoes or sandals into our arena. It is important that volunteers wear shoes or boots that offer foot protection and sure footing. Long pants and short or long-sleeved shirts are considered appropriate attire for this job. Volunteers are prohibited from wearing short-shorts, sagging pants, tank tops with spaghetti straps, dangling jewelry and perfume. (Perfume can attract bees and other biting insects.) Cell phones and personal music players are not permitted and should be left in your vehicle or stored in a locker and turned off. For your safety, please do not chew gum during class. During the cooler months, dressing in layers that can be removed if necessary is advised for comfort. Gloves may be worn, as well, for warmth and comfort.

## Minimum Age Requirements

All volunteers assisting with lessons in our arena must be at least **14** years of age. Volunteers under 14 years of age are required to have an adult chaperone present while performing volunteer time at Project R.I.D.E. and may assist with stable maintenance, fundraisers or office duties. Volunteers in the leader position must be **18** years of age, have significant prior experience with horses, and complete 10 hours of sidewalking and an additional leader training before being approved, at staff discretion, to become a leader. Staff will determine the appropriate duties for all volunteers, taking into consideration the desires of each individual.

## Injuries

Any volunteer who sustains even the slightest injury while at Project R.I.D.E., Inc. is **REQUIRED** to report the situation to any program staff at the time the injury occurs. If you do not report it immediately, you are putting yourself and the safety and integrity of the program at risk.

## Code of Conduct

Volunteers are expected to conduct themselves in a professional manner and to show courtesy and respect to their fellow volunteers, our staff and students. Inappropriate behavior or language is grounds for dismissal. Smoking is not allowed anywhere on our premises.

Thank you so much for your time, energy and dedication!

Your signature indicates that you have read, understood and agreed to abide by these guidelines.

Name \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

*Parent or Guardian's signature is required for anyone under the age of 18.*