

Equine assistant

Principal Function

The equine assistant is responsible to the Church, as directed and supervised by the director of equine ministries for training and care of all livestock. This also involves the care of all equine and farming property both stationary and mobile. Assisting as directed, planning, conducting and evaluating a comprehensive ministry of church education in support of the mission and objectives of the church.

Responsibilities

May include as directed:

1. Care for the feeding, nutrition and cleanliness of all animals.
2. Keep accurate and updated records of all animal's immunizations, worming and other shots.
3. Keep accurate and updated records of all maintenance and repairs of the farming equipment.
4. Assist in planning, conducting and evaluating a comprehensive program of Christian ministering through animals.
5. Serve as resource person and advisor.
6. Assist in developing and performing preventive maintenance (PM) programs.
7. Perform PM and repairs.
8. Help develop an annual budget.
9. Support the approved budget.
10. Perform maintenance on all landscape, such as pastures, shrubs, trees and other various plants as directed.
11. Painting and coating as requested.
12. Perform other tasks as requested.
13. Be aware of and advise on the needs of any major repairs, supplies or other expenditures.
14. Keep informed on methods, materials, principals, and procedures as related to the equine program.
15. Perform other duties as assigned by the Equine minister.

Directly or through delegation maintain adequate records on the administration and fiscal operation of the agency.

Each staff member shall conduct himself or herself in a manner that will teach by example the Christian way of life.