



Connemara Therapeutic Riding CLG is a Social Enterprise providing a community-based Therapeutic Riding (TR) Service for children and adults with physical, sensory and intellectual disabilities in a remote rural setting in the west of Ireland while promoting the indigenous Connemara Pony as an ideal equine for this therapy. We are now recruiting for a full time Manager to join our team.

**Job Title:** Manager (CSP Funded) Full Time

**Location:** Errislannan Manor, Errislannan, Clifden, Co. Galway

**Reporting to:** The board of Connemara Therapeutic Riding

**Main Purpose:** Management of Connemara Therapeutic Riding CLG in accordance with best practices.

**Job Description:**

The manager will have full responsibility for the successful management, income generation, and administration of Connemara Therapeutic Riding, as well as reporting to the Board and developing the programme in conjunction with their direction.

Supervision of Staff and Volunteers

Liaising with clients and their families/carers

Attracting new clients and developing the tourism aspect of the business

Submitting reports to Pobal

Preparing Financial statements and budgets

Research, prepare, submit, and manage grant proposals

Building relationships with stakeholders

Ensuring compliance with all relevant legislation

This job description is not exhaustive and other duties may be assigned from time to time in accordance with the needs of the service.

**Person Specification:**

*The person appointed to this role will ideally meet the following requirements:*

Possess good business management skills and people management skills

Have experience of disability and understand the needs of individuals of varying abilities

Experience in the equine industry while not essential would be considered an advantage

Be a community minded person with an understanding of community-based projects and the value of building social capital

Have a willingness to learn and be committed to ongoing training

Have excellent communication skills both verbal and written

Work well as part of a team

Be able to work on own initiative

**Selection Process:**

Candidates will be shortlisted. An interview process will then take place.

**Conditions of Employment:**

**Hours:** 39.00 hours per week

**Annual Leave:** Annual leave will be 20 working days exclusive of public holidays (pro rata).

**Duration of contract:** One year initially which may be extended subject to performance and the continuation of Community Services Programme funding.

**Salary:** The salary will be €32,000 per annum.

**How To Apply:**

Closing Date for Applications: 4pm on Friday 7<sup>th</sup> February 2020.

A CV and cover letter should be emailed to [connemaratr@gmail.com](mailto:connemaratr@gmail.com) or sent by post to Niamh Philbin, Connemara Therapeutic Riding CLG, Ellis Hall, Letterfrack, Co. Galway.