



**RIDING**

GOOD NEWS, WE'RE HIRING!

# Job Vacancy

## Full-Time Coach

### Job Summary

**Reporting to: Chief Instructor**

A special person is needed to join our team in a role teaching children and adults for both individual and group lessons of all levels. This position requires an organized, enthusiastic, fun person who enjoys bringing the best out in others.

As part of the team you will need a strong sense of team work and can do attitude, this unique role offers many opportunities for career development and training. Our diverse centre combines many parts of the industry from high level shows to grass roots riders. The team are vibrant and enjoy all this busy environment has to offer.

### To Apply

Visit our jobs portal at

[wellingtonriding.co.uk/jobs](http://wellingtonriding.co.uk/jobs)

to fill out our application  
form online

### Contact Us

+44(0)118 932 6308

[www.wellingtonriding.co.uk](http://www.wellingtonriding.co.uk)

Wellington Riding  
Heckfield  
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RG27 0LJ



# RIDING

## PERSONAL SPECIFICATION

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- Proven track record of working within a similar position
- The position requires commitment, focus and reliability
- You must be flexible with regards to duties and hours
- Attention to detail and pride in your job
- Sound communication skills
- Ability to work by yourself and with others
- Ability to prioritise work and multi-task as necessary
- Ability to work under pressure and to strict deadlines
- Keeping line manager informed of any issues that may arise relating to all aspects of the role.
- Ensuring all processes and procedures are completed according to the necessary deadlines and are followed through efficiently.
- Dealing with all clients in a professional manner on a daily basis

## ABOUT WELLINGTON RIDING

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We are an international competition venue and leading UK equestrian training centre with an outstanding reputation and luxury facilities. Attracting students & professionals from across the world our award winning school is British Horse Society approved. Wellington Riding has a beautifully unique location set within 300 acres of the Duke of Wellington's Hampshire estate.

## DUTIES AND RESPONSIBILITIES

- Promote Wellington Riding as a centre of excellence
- Strong customer service focus and proven experience
- Planning and delivery of high quality group and private lessons
- Ability to teach both children & adults and establish a regular client base
- To ensure clients progress towards their riding potential
- To support safe working practices and observe Employer's Health & Safety policy

## QUALIFICATIONS & SKILLS NEEDED

- Qualified to minimum BHS Stage 2 Teach
- First Aid - preferable but not essential as training can be given
- Safeguarding Certificate – preferable but not essential as training can be given
- Time management & planning of your day & working with other staff members
- Administration skills – lesson planning
- Enhanced DBS certification or the willingness to obtain certification is essential

## IMPORTANT INFORMATION

- Hours of work: 46 Hours a week
- Entitled to 28 days Holiday a year (Holiday year 1st Jan to 31st December)
- Opportunities – to compete in-house on centre horses, attend CPD at all levels
- Onsite Accommodation can be provided
- Staff Discount in Café – 50%
- Shop purchases at discounted rate of Trade plus VAT
- Excellent staff discounts are available across all Wellington Estate businesses including Wellington Country Park, Wellington Farm Shop, Wellington Riding, The Barns at Wellington, Wellington Arms Hotel & Bruce's Doggy Daycare