



JOB DESCRIPTION

SENSITIVE

Job Title: Horse Wrangler
Dept./Division: Health
Unit: Sewa Uusim/Systems of Care
Job Family/Class: Community Programs – Stand Alone
Supervised By: Project Director of Sewa Uusim
Employee Type: Hourly
Pay Grade: 9

NATURE OF WORK:

The Horse Wrangler position will be located at the Pascua Yaqui Tribe's Tortuga Ranch location. The incumbent's day-to-day duties involve the care, feeding and exercise of the horses used in the Sewa Uusim program both on and off the ranch facilities.

ESSENTIAL FUNCTIONS:

- Assists with the management of livestock located on the ranch.
- Performs duties related to the feeding and watering of all stock.
- Performs Saddle and tack maintenance.
- Follows exercise schedule for horses.
- Performs basic cleaning of horses, stables and performance areas.
- Notifies supervisors about the physical conditions of the animals under their care.
- Prepares livestock for shows, community events and Sewa Uusim/Systems of Care group therapy sessions.
- May assist Lead Ranch Caretaker as a guide for Tribal guest to the Ranch.
- Performs other duties of a similar nature or level as requested by supervisor or director.

ESSENTIAL KNOWLEDGE AND SKILLS:

Knowledge of:

- Ranching duties in Southwestern Arizona;
- Desert vegetation and wildlife;
- Best practices for horse care, including but not limited to: health care, exercise, feed and environmental safety;
- Saddle and tack maintenance;
- Yaqui culture, customs, resources and traditions and/or a willingness to learn.

Skills in & Ability to:

- Repair and maintenance of ranch improvements;
- Ride horses;
- Take care of animals;
- Operate farm equipment;
- Drive manual transmission and 4WD vehicles;
- Pull a horse trailer;

- Good communication and interpersonal skills as applied to interaction with co-workers, supervisor, management, Council members and the general public. Ability to sufficiently exchange or convey information and receive verbal and written work instructions.

TRAINING AND EXPERIENCE:

High School Diploma or G.E.D. preferred, plus one (1) year of general maintenance experience; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

AND

- Wrangler experience is preferred.
- Must be able to drive manual transmission and 4WD vehicles.
- Must be able to operate farm equipment.

LICENSING REQUIREMENTS:

- Must possess and maintain a valid Arizona Driver's license.

BACKGROUND CHECK:

- Must have a current Level 1 Arizona Clearance Card or be able to obtain the Level 1 Arizona Clearance Card within ninety (90) days of hire. Failure to maintain a current Level 1 Clearance Card will result in removal from this position.
- Must provide at least three (3) business related reference letters.
- Must pass a background check and drug test; fingerprinting requirement determined by funding and sensitivity of position.

Applicants and employees may be subject to criminal background and character investigation in accordance with applicable federal laws including, but not limited to: Indian Child Protection and Family Violence Prevention Act (25 U.S.C. Section 3201), Minimum Standards of Character and Suitability for Employment (25 CFR 63), Section 231 of the Crime Control Act (P.L. 101-647), and Child Care Worker Employee Background Checks (42 U.S.C Section 13041).

TRIBAL VEHICLE USE POLICY NOTICE:

This position may require the use of personal, GSA or Tribal vehicle for Tribal business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for Tribal business will be prohibited if the employee is not authorized to drive a Tribal vehicle or if the employee does not have personal insurance coverage.

Failure to maintain a driving record that would allow you to drive Tribal or GSA vehicles may result in removal from this position.

PHYSICAL REQUIREMENTS:

Positions in this class typically require: finger dexterity, feeling, talking, hearing, seeing and repetitive motions, stooping, kneeling, crouching, reaching, standing, walking, pushing, lifting, climbing, balancing.

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of forces constantly to move objects.

Incumbents may be subjected to moving mechanical parts, fumes, odors, dusts, gases, poor ventilation, chemicals, oils, extreme temperatures and workspace restrictions.

This position will require the incumbent to work non-traditional hours, nights and weekends.

This description is intended to be generic in nature. It is not intended to determine specific duties and responsibilities or restrict management's right to assign or reassign, direct the work of employees under their supervision. Essential functions may vary based on the specific tasks assigned to the position.

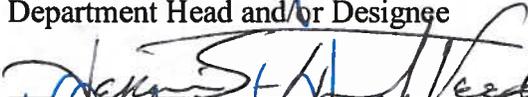
Review and Approved by:



Department Head and/or Designee

10/15/13

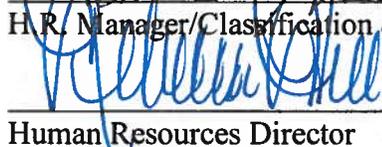
Date



H.R. Manager/Classification & Compensation

10.17.13

Date



Human Resources Director

10/17/13

Date