



Employment Opportunity at the Weymouth Center for the Arts & Humanities: Weymouth Equestrians Program Manager

POSITION: Weymouth Equestrians Program Manager

REPORTS TO: Executive Director

HOURS AND FLSA STATUS: PT Salary with a salary range of \$18,000- \$20,000, commensurate with experience. Seeking approximately 20 hours/ week. Flexible work-week schedule dependent on program schedule, with the after-school hours of 3-6 pm occupying the majority of time. Regular office hours for checking in with supervisor and colleagues are Monday-Friday from 10 am - 2 pm, onsite at the Weymouth Center for the Arts & Humanities. Benefits include company matching contributions to a SIMPLE IRA of up to 3% of your salary, and \$350/month added to your pay to support the cost of healthcare.

LOCATION: Weymouth Center for the Arts & Humanities, 555 E. Connecticut Ave., Southern Pines, NC 28387

JOB DESCRIPTION:

The Weymouth Center for the Arts & Humanities in Southern Pines, NC is hiring a salaried part time Program Manager for its new program, Weymouth Equestrians. Weymouth Equestrians is an after school time program designed to bring the power of horses to all youth, regardless of their financial ability. The qualified candidate will have extensive knowledge of horses and equestrian activities. A background in teaching, mentoring or equine therapy as well as experience working in underserved communities and training in cultural sensitivity and diversity, equity and inclusion practices preferred.

Managed by Weymouth, based at the historic stables of Weymouth Center for the Arts & Humanities in partnership with the Boys & Girls Club of the Sandhills (BGCS) and other youth development and equine organizations, Weymouth Equestrians (WE) will match horses with teens who will learn through caring for them. Teens will encounter no financial burden to participate and no teen will be turned away. WE is an opportunity to unite Moore County through a youth development program championing opportunity for all.

WE will enroll youth in grades 6-12 in an afterschool program that will meet in two (Fall, Spring) 6-week sessions over the course of the school year, 3 days per week. Beginning with a pilot enrollment of 40 in the first year and growing to 100 annually, teens in WE will learn about horse care including grooming, feeding, vet visits, and farrier, how to care for a barn, clean tack, safely ride and handle horses on the ground, and –not least of all – have fun while acquiring life skills. WE will manage all liability and safety requirements, and provide all necessary riding resources.

The ideal candidate will support the vision and values of the Weymouth Center for the Arts & Humanities as a community hub of the arts and humanities, preserve the Boyd House as a literary and cultural center and to conserve its longleaf pine forest, gardens and grounds as a natural preserve and park.

GENERAL DESCRIPTION:

The Weymouth Equestrian Program Manager is responsible for the planning, program development, announcement, execution and follow-up reporting of all activities related to Weymouth Equestrians, including but not limited to:

- With the support and resources of Weymouth, manage the renovation and reopening of the stables and onsite classroom
- Develop a pilot 6-week curriculum and lesson plans for Weymouth Equestrians
- Recruit youth to participate in Weymouth Equestrians through developing community partnerships with Sandhills Boys and Girls Club, Moore County Schools, and other youth groups
- Facilitate the launch of Weymouth Equestrians
- Lead the program activities and teach WE participants equestrian skills
- Support and manage Barn Hand(s) in maintaining the barn, stables, paddocks and horses onsite at Weymouth
- Recruit and manage volunteers to support Weymouth Equestrian activities
- Manage an expense budget for Weymouth Equestrians

DESIRED QUALIFICATIONS

- A positive attitude and sense of humor
- Minimum of 3 – 5 years' experience in equestrian education and program development
- Ability to physically maintain a horse barn and stables, and lead classes in equestrian skills
- Experience working with a non-profit organization a plus
- Strong communication and interpersonal skills
- Strong problem solving skills
- Exhibit a passion for building good-will and a strong community at Weymouth, in the broader community of the Sandhills and the state of North Carolina
- Enjoy working with a team of other committed and passionate staff members.
- Demonstrate the ability to perform job duties with a high degree of initiative and professionalism; demonstrated sound judgment, and patience.

WORKING ENVIRONMENT:

Due to the public-facing nature of work at the Weymouth Center for the Arts & Humanities, Weymouth has adopted COVID-19 protocols that include when recommended by the CDC; masking while indoors, self-screening, and family and personal sick-leave policies in order to protect its employees and visitors. Weymouth adheres to CDC guidelines and supports vaccination recommendations. The Weymouth Center is a vaccinated workplace, with a fully vaccinated staff team.

Weymouth Center for the Arts & Humanities values diversity, equity and inclusion and proactively cultivates an inclusive culture amongst its staff, volunteers, and audiences. We seek candidates who represent and value the diversity of our community. Weymouth provides equal employment opportunities to all employees and applicants for employment without regard to race, ethnicity, religion, age, gender identity or expression, sexual orientation, disability, national origin, genetic information, or veteran status.

HOW TO APPLY:

Please email a cover letter, resume, and the names and their relationship to you of three professional references to jobs@weymouthcenter.org. Please include the job title “Weymouth Equestrians Program Manager” in the subject line of the email. No phone calls please. Applications will be reviewed as they are received and they will be accepted until the position is filled. Position is open now and to begin as soon as possible.

ABOUT WEYMOUTH:

Weymouth Center for the Arts & Humanities is a central gathering place for artists, authors, and lovers of nature and the arts in the rural Sandhills of North Carolina. The Weymouth Center was founded in 1977 to continue the artistic and community-building legacies of author James Boyd and humanitarian Katharine Lamont Boyd through the preservation of their historic home and grounds to present arts and educational programming, host writers-in-residence, and conserve the endangered longleaf pine ecosystem for use as a 501(c)(3) nonprofit center for the arts and humanities. In 2022 the Boyd House will celebrate its 100th year as a community icon. The history of the Boyds and the legacy of Weymouth is one of community investment, providing educational and artistic programming for its diverse community, including the nearby military (Ft. Bragg) and rural Sandhills communities.

Weymouth is supported by a professional staff and more than 100 volunteers, annually offering ~100 live community events including chamber music, literary readings, humanities lectures, jazz concerts, and creative youth development programming. For 40 years Weymouth has hosted a vibrant Writers in Residence program with up to 150 NC writers in residence each year and houses the NC Literary Hall of Fame, honoring 3-5 new NC authors every year. The Boyd House is listed in The National Register of Historic Places and was awarded a Certificate Of Achievement by the National Wildlife Federation. The Weymouth estate is free and open to the public and each year approximately 22,000 visitors attend events and walk the grounds. Visitors come from local Moore County and surrounding rural counties as identified by the NC Rural Center of Lee, Hoke, Scotland, Robeson, and Richmond. Additionally, Weymouth serves a large number of military families stationed at nearby Fort Bragg and Camp Mackall and living in Moore County.