



B.O.K. Ranch

Therapeutic Horseback Riding Center



Therapeutic Riding Instructor Training Agreement

Each B.O.K. Ranch Therapeutic Riding Instructor in Training is responsible for providing the following documentation:

- Current Adult/Child CPR Certification
- Current Adult/Child First Aid Certification
- PATH Intl. Membership Card

The B.O.K. Ranch Therapeutic Riding Instructor in Training must be committed to:

- Attend all training meetings, shadowing, and instructor training lessons. If you cannot attend a training meeting or lesson, you must notify the Mentor and Therapeutic Riding Instructor at least 24 hours in advance
- Submit all materials (lesson plans, goals, etc.) in a timely manner.

The following must be provided by the Instructor in Training for each therapeutic riding session:

- Written lesson plans submitted to the Mentor and Therapeutic Riding Instructor, at least 1 day prior to the session, for review and comments.
- Weekly progress notes for each rider's lesson.
- Self-evaluation with the Mentor and Therapeutic Riding Instructor.

The B.O.K. Ranch Mentor or Therapeutic Riding Instructor will provide:

- Explanations during the shadowing process.
- Support in developing and writing lesson plans and support in teaching sessions.
- Feedback for each lesson plan submitted by the Instructor in Training.
- Feedback and assistance with weekly progress notes.
- Feedback on each lesson taught.

Program Fee

The B.O.K. Ranch Therapeutic Riding Instructor Mentorship Program Fee is \$900, which is due at the time of acceptance into the program. There are no refunds if the Instructor in Training decides after being accepted into the program that he or she is unable to complete the program.

Termination

Based on our commitment to provide the highest quality service to children and adults with special needs, and to adhere to the PATH Intl. Standards, BOK Ranch reserves the right to terminate the Therapeutic Riding Instructor in Training Agreement at any time. An Instructor in Training who is unable to perform his or her instructor role, or is unable to maintain a reasonable level of commitment, or fails to adhere to the policies and procedures of the program will be given an opportunity to discuss the situation that is perceived to be in violation of B.O.K. Ranch policies and procedures. The Executive Director and Mentor will review the situation and reserves the right to make a final decision on whether the Instructor in Training will continue the program.

Please initial that you agree and understand the following:

_____ I have read and agree to adhere to the above responsibilities, and the B.O.K. Ranch Requirements & Expectations.

_____ As a Candidate in the B.O.K. Ranch Therapeutic Riding Instructor Mentorship Program, I will not be paid for the 25 teaching hours required for PATH Intl. certification.

_____ It is my responsibility to refine my riding skills to pass the riding component of the PATH Intl. certification process.

_____ The B.O.K. Ranch Mentor and Therapeutic Riding Instructors will provide the training and support I need to complete the required 25 teaching hours. This does not guarantee that I will receive PATH Intl. certification.

_____ I agree to pay the B.O.K. Ranch Therapeutic Riding Instructor Mentorship Program Fee of \$900 which is due by date: _____.

I have read and understand the information provided and agree to the terms and conditions.

Instructor in Training Name (printed):

Signature: _____ Date: _____

B.O.K Ranch Mentor/Therapeutic Riding Instructor Name (printed):

Signature: _____ Date: _____