



Welcome to the Spring 2022 Session for Equest!

We always look forward to seeing old friends and making new ones at the beginning of each session. It's that time to set your volunteer schedule!

If you are new to Equest (and maybe even if you're not!) here is some info that will help you complete the registration form:

- * **The session will begin on February 14 (Monday) and end on April 30 (Saturday) for THR, H4H, and EAL. PT/OT sessions listed on schedule continue to May 5 (Thursday), and thereafter on Tuesdays & Wednesdays only from May 10-25. Make-up week for other classes (if needed) will be May 2-7.**
- * For new volunteers, we hope you'll have at least two options that suit your schedule, even if you only want to commit to one class. The more options you mark, the better we can work within your availability while filling the volunteer needs for our classes. We do our best to put you in the class(es) you ranked in preference. Keep in mind it is first come, first served so get your forms in ASAP! Forms are processed in the order received, to the best of our ability.

First, review which day(s) you can be available consistently to volunteer. Then, think about how many classes you want to do. Keep in mind most classes are 45-60 minutes from start to end time, plus prep time. If you mark two classes only 30 minutes apart, you couldn't do BOTH of them, so the assumption will be you can do either one. For each day you can come, rank the classes in your preferred order. For example, if you can come on Tuesday, and want to do one (1) class, indicate "1" class on Tuesday, then 1,2,3, etc. by the actual times to order your preference only on the classes that fit your availability.

We look at how many volunteers are needed in your 1st preference and how many are already signed up. If there are more than enough already, we'll look at your 2nd preference. We can overbook a little bit as a cushion but want to be sure there's not too many in one class and not enough in another.

Add notes to the "Additional info for Scheduler" area if you'd like to provide more information. You can indicate a preference to work with a specific instructor, client, or type of class, or if you have any restrictions we should know about. You can let us know you can't be available certain dates/weeks. Anything that gives us a heads-up about your schedule/interests/availability is very helpful.

We make every effort to call/email everyone to confirm assignments but if you don't hear from us, feel free to call me - Ellie Grant - at work (972-412-1099 x211) or text/call my cell (214-538-5393) to ask.

- * Being a substitute: We know things come up, and you can't always be there. Please consider being on the sub list to help out a fellow volunteer. You never know when you might need a return favor. There's no obligation to say "yes" when contacted. Let us know which time block(s) you could be available to sub so we can include you on the appropriate contact list. Even subbing one day in a class before or after your own regular time can help things stay on track.
- * We can use your time and skills in other ways, too! If you are interested in helping with barn work, fundraising, lending a hand in the office, or becoming a part of our ambassador program, be sure to check the box(es) on the form. Take a look at the list of Important Dates during the session. There are many events that need volunteers. Equest events working with the horses can only accept volunteers with up-to-date paperwork who have completed program training, but there are several non-Equest events at which all volunteers are welcome.
- * For PT/OT, group/private/semi-private lessons/H4H kids (THR), volunteer arrival time is at least 45 minutes before class start time to help prepare for the class (e.g., groom and tack horses for riding). Come earlier if you want a little extra time as you learn grooming and tacking.
For EAL (Equine Assisted Learning, unmounted work with horses and horse care) and H4H (adult veteran riders), volunteer arrival time is 15 minutes before class time.
- * When you come for training and classes, we are the lower buildings on the left furthest from the park entrance (office building, then two barns, and then our covered arena). **Please do NOT park in the first lot on the upper right;** that is designated parking for another organization - River Ranch. Please **DO** park in either the lower lot closest to the Equest portico or the far parking lot that slants up the hill by the barns & arena. (MAP ATTACHED)

We appreciate your flexibility and patience as we work through new volunteer sign-ups, specific requests, and class needs. Thank you for being a part of Equest.

Ellie Wellford Grant
Director of Volunteer Services

EQUEST VOLUNTEER REGISTRATION - SPRING 2022

I am a
 Returning volunteer
 New volunteer

I would prefer to
 be a horse leader
 be a sidewalker
 no preference

I am also interested in:
 Fundraising events
 Administrative work
 Barn work

Additional info for Scheduler:

Mr Ms

First Name *MI* *Last Name* *Height* *Age (if not 18 as of 9/13/21)*

Contact info: _____

Email *Primary phone* *Other phone* *(who?)*

For class assignments (weekly for 10 weeks), rank your class preference(s) on each day (e.g., "on Tuesdays, #1 is 1st choice, #2 is 2nd choice, etc.) and indicate total number willing to do for that day.

***Volunteers for H4H classes (adult veterans) must be pre-approved by instructor.**

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
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DAYTIME WEEKLY CLASSES

	___ 9 a.m. - PT/OT	___ 8 a.m. - PT/OT & private	___ 9 a.m. - THR semi/private	___ 9 a.m. - THR group	___ 8 a.m. - THR group
	___ 10 a.m. - PT/OT & private	___ 9 a.m. - PT/OT	___ 10 a.m. - THR semi/private	___ 10 a.m. - THR semi/private	___ 9 a.m. - THR group
	___ 11 a.m. - PT/OT & private	___ 10 a.m. - PT/OT & private	___ 10:45 a.m. - THR semi/private	___ 11 a.m. - THR semi/private	___ 10 a.m. - THR group
___ 12 p.m. - THR private	___ 12 noon - PT/OT & private	___ 11 a.m. - PT/OT & private	___ 11:30 a.m. - THR semi/private	___ 12 noon - THR semi/private	___ 10 a.m. - Carriage
___ 1 p.m. - Carriage driving	___ 1 p.m. - Carriage driving	___ 12 noon - PT/OT & THR	___ 12:15 p.m. - THR semi/private	___ 1 p.m. - THR semi/private	___ 11 a.m. - THR group
	___ 2 p.m. - PT/OT	___ 2 p.m. - PT /OT	___ 12:30 p.m. - THR semi/private	___ 3 p.m. - EAL	___ 12 p.m. - THR group
	___ 3 p.m. - EAL	___ 3 p.m. - PT/OT & THR	___ 4 p.m. - THR semi/private	___ 4 p.m. - THR semi/private	___ 1 p.m. - THR group
	___ 4 p.m. - THR semi/private	___ 4 p.m. - PT/OT	___ 5 p.m. - THR semi/private		___ 2 p.m. - THR & EAL
	___ 5 p.m. - THR semi/private	___ 5 p.m. - OT			

EVENING WEEKLY CLASSES

___ 7:30 p.m. - H4H EAL	___ 6 p.m. - THR group	___ 5:30 - 7:30 p.m. - YOU*	___ 6 p.m. - THR semi/private	*formerly PALS	
___ 7:30 p.m. - H4H THR	___ 7 p.m. - THR group		___ 7 p.m. - THR group	H4H, EAL, YOU - volunteer arrival time 15 minutes before class start	
___ Total classes I can do	___ Total classes I can do	___ Total classes I can do	___ Total classes I can do	___ Total classes I can do	___ Total classes I can do

SUB LIST: Please consider being on the sub list if you can't commit to weekly classes, or can come occasionally on other days. Check the box to let us know your potential availability.

Daytime	Daytime	Daytime	Daytime	Daytime	Daytime
	Evening	Evening	Evening	Late afternoon	

FOR YOUR CALENDAR...

IMPORTANT DATES AND EVENTS			
Date(s)	Day(s)	To Note	
JANUARY			
January 10 - 12	<i>Fort Worth</i>	Chisholm Challenge Horse Show (contact Sarina to volunteer)	*
January 15 - 16	Saturday - Sunday	Advanced Certification / MLK Holiday	
January 20	Thursday	Spring Instructor Training Course starts	
January 22	Saturday	Volunteer Training 8:30 a.m.-12:30 p.m.	*
January 29	Saturday	Volunteer Training 8:30 a.m.-12:30 p.m.	*
FEBRUARY			
February 5	Saturday	Horse Leader Training for Volunteers (see Laura to sign up)	
February 7 - 10	<i>Jackson, MS</i>	Dixie Nationals (see Sarina to volunteer)	*
February 14	Monday	START OF SPRING SESSION 2022	
February 27	Sunday evening	Annual Client & Volunteer Appreciation Banquet (see Ellie, Barbara or Amanda to volunteer with set-up) Invitations will be sent out via email for RSVP	
MARCH			
March 12	Saturday	Spring Instructor Training Course ends	
March 14 - 19	Monday - Saturday	SPRING BREAK - NO CLASSES	*
APRIL			
April 3	Sunday evening	Special Olympics Area Games at THP (tentative date)	*
April 15 - 16	Friday - Saturday	EASTER BREAK - NO CLASSES	*
April 30	Saturday	Spring Session ends (for THR, H4H, and EAL)	
MAY			
May 2 - 5	Monday - Thursday	Make-up week (THR, H4H, and EAL) if needed	*
May 2 - 5	Monday - Thursday	PT/OT continues	*
May 6 - 7	Friday - Saturday	Equest Spring Horse Show	*
May 10 - 25	Tuesdays, Wednesdays	PT/OT continues	*
May 14	Saturday	Volunteer Training 8:30 a.m.-12:30 p.m.	*
May 20 - 22	<i>Bryan, TX</i>	State Special Olympics Equestrian Competition	*
May 31 - June 3	all week	GALA PREP (barn and event volunteers needed)	*
JUNE			
June 4	Saturday	EQUEST GALA!	*
June 11	Saturday	Volunteer Training 8:30 a.m.-12:30 p.m.	*
TBA		Summer Session will begin	
All year round		Barn help needed daily in mornings (7:00 a.m.)	*

ALL DATES SUBJECT TO CHANGE

*Volunteers needed to help with events or help in the barn - sign up to participate!

VOLUNTEERING IN THE TIME OF CORONAVIRUS

Equest is committed to adhering to practicing safe protocols to protect our volunteers, clients, their families, and staff. This means we need a little extra information from everyone:

- **Please make sure your COVID-19 waiver* is signed, dated and on file with us.**
- Please be ready to follow the protocols and the checklist distributed via email and on training day:
 - Wear masks if you are not fully vaccinated;
 - If you are fully vaccinated, masking is discretionary *unless a client or family requests it.*
 - Check your temperature each time before you come to the Texas Horse Park *and* at the touchless wall-mounted scanner by the front doors upon arrival;
 - Call in absent if you experience any symptoms such as coughing, fever, or have been exposed to someone with COVID-19 (even if their test results are not known yet);
 - Let us know if you find out you may have been exposed;
 - If you travel, let us know that you will not be available to volunteer during the quarantine period after your return; and
 - Observe social distancing wherever possible and to the degree possible - in the tack room, in the commons, hanging around with fellow volunteers, and with clients & their families.

In our environment, volunteers may come into close contact with clients; social distancing is not possible at times. The role of sidewalker in particular brings you very close to clients because many need some amount of physical assistance. Here's a list of some things that may be encountered for you to consider:

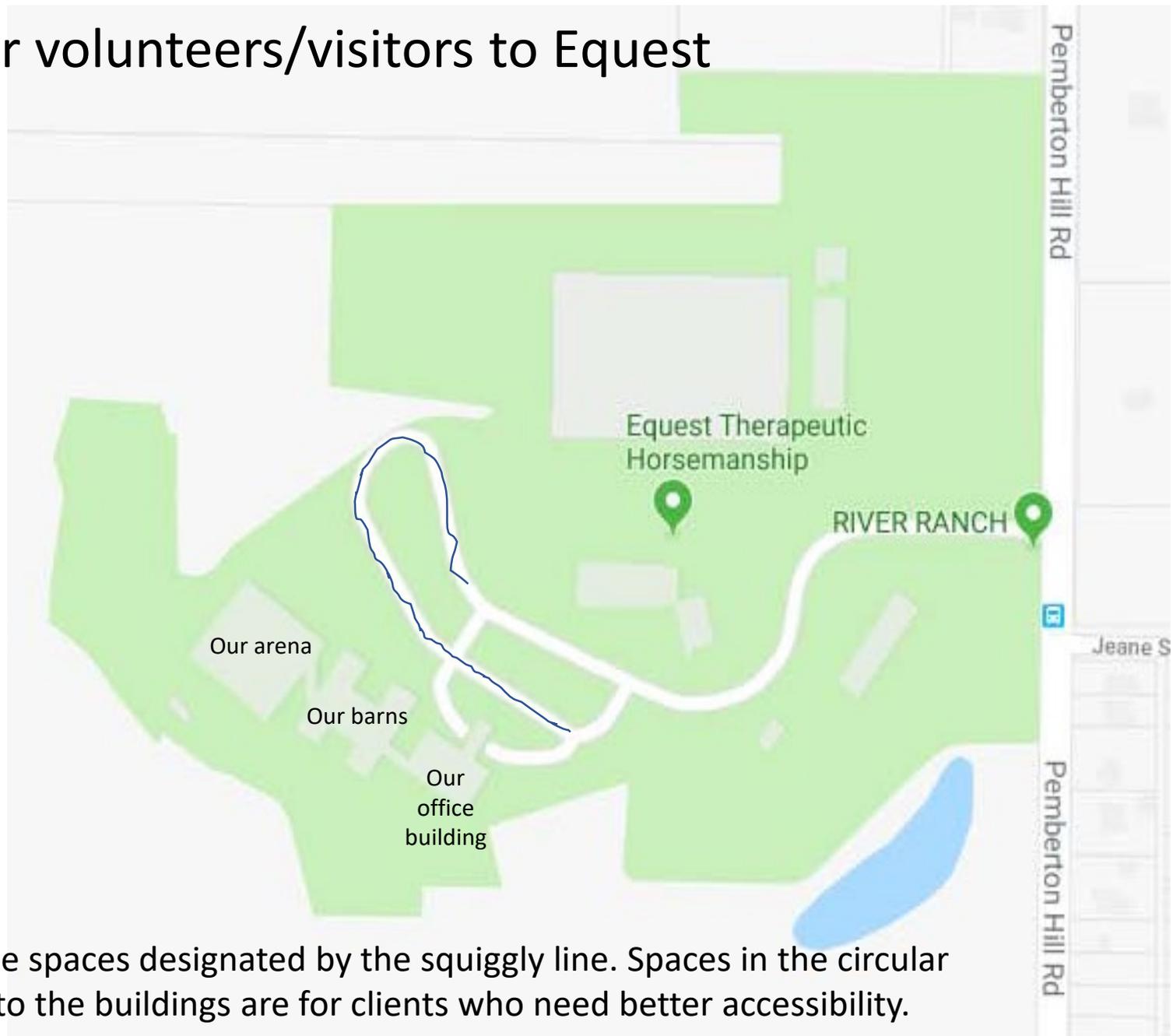
- Sidewalkers may need to be inside the recommended 6-foot social distance perimeter of the client during mounting and/or for the duration of the lesson.
- Sometimes a sidewalker can function more as a spotter - and be several feet away - if the rider is more independent, but in the case of riders who need support, sidewalkers are holding and/or supporting (or ready to hold and support if asked), and therefore must be closer. If you are signing up for PT/OT (formerly referred to as hippotherapy), sidewalking IS a close contact position.
- Some riders may have difficulty keeping their masks on - or not wear one at all - due to underlying health issues, discomfort or cognition level. Sidewalkers may need to help replace a mask on a rider.

We understand that this role in particular poses a risk some individuals do not want to take and we realize that not everyone will be comfortable in this close contact situation. Please indicate in the additional notes if you are currently not comfortable being assigned as a sidewalker.

We still need you! You can focus on becoming a horse leader if that's of interest, you can definitely help with grooming and tacking, you can be a class assistant or gate helper, be a spotter on trail rides, or help in the tackroom or elsewhere around the barn.

*COVID waivers are available on the website (www.Equest.org), at the volunteer desk, or by email upon request.

Parking for volunteers/visitors to Equest



Please park in the spaces designated by the squiggly line. Spaces in the circular driveway closer to the buildings are for clients who need better accessibility.