

## 1001a. VOLUNTEER COMPETENCY CRITERIA - Version 7

### Welcome to RDA Carine

RDA Carine is a not-for-profit organisation providing therapeutic and recreational horse activities to people with a disability. We welcome volunteers from 14 years and over.

Previous experience with horses is not necessary as full training will be given at the centre by a qualified coach or experienced volunteer.

To ensure the safety and wellbeing of our volunteers, a minimum competency criterion is required. Our centre deals with large animals and also clients who can display unpredictable behaviour, so it is imperative that our volunteers are able to demonstrate the minimum competency criteria:

- Work on their own without constant supervision (applicant volunteers requiring a carer / support worker / are not permitted to volunteer).
- Be able to respond and react swiftly if a horse or client should display erratic behaviour.
- Able to read independently without the assistance of any person and understand all of RDA Carine's policy and procedures, induction manuals, training modules and any other documents required.
- Physically capable of performing tasks including lifting heavy equipment such as saddles (10 – 25kg), horse blankets, basketball ring (any previous injuries that may affect these tasks must be disclosed to RDA Carine Management).
- Have a genuine desire to work with people who many have any type of disability including intellectual, mental and/or physical.
- Show initiative in the workplace and are willing and able to follow instructions at all times.
- Are committed and willing to give our clients the best possible experience.
- Confident and comfortable working with horses.
- Acknowledgement that the RDA Carine horses are Equine Therapy horses. They have special training which is delivered by a certified coach only. At no time will you be permitted to ride.
- Assist in all areas of cleaning, including picking up horse manure, sweeping up, cleaning tack, keeping the kitchen clean etc.
- Work in inclement weather conditions, including heat/rain (temperature ranges from 0 degrees to 40+ degrees).
- Work effectively in a team environment.
- Show empathy, patience, respect and dignity to all volunteers, staff and clients.
- Cope with routine changes that will occur due to adapting to weather conditions; client cancellations and other ad-hoc business requirements etc.
- Be prepared to attend any volunteer training sessions.
- Do not have a current mental health condition; substance addiction or personal issues that may jeopardise the role or safety of volunteers, staff, and clients.
- An email address is required for all compliance documentation and RDA Carine communication
- For further information, [click here](#) to review the Volunteer General Conditions of Service

By signing below, you are committing to comply and adhere to all of RDA Carine’s Health and Safety Procedures. You therefore acknowledge:

- You will disclose any changes to your medical status / circumstance that may prohibit you from performing your duties in safe manner. Any changes and updates must be provided in writing to [volunteer@rdacarine.org.au](mailto:volunteer@rdacarine.org.au).
- At all times, you will work to the instructions of Coaches / Staff to comply with The Work Health and Safety Act 2020, RDA Risk Management Guidelines, Policy and Procedure and RDA Australia Safe Work Procedures.

I can confirm that I am able to demonstrate the minimum competency criteria and I have reviewed the RDA Carine Volunteer General Conditions of Service document.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: / /

**COACHES ASSESSMENT ON COMPLETION OF TRIAL PERIOD**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: / /