



Dear Potential Mane Stream Volunteer,

Thank you for inquiring about volunteer opportunities with Mane Stream. We are always in need of volunteers **14 years of age or older**, and are pleased that you are considering spending your valuable time helping our program. Volunteers play an essential role at Mane Stream and earn the lasting gratitude of our riders, clients and their families.

All potential volunteers for Mane Stream must attend ONE volunteer orientation **and** ONE volunteer training session. The next orientations will take place on Tuesday, October 22 from 7-8:30pm and Saturday, October 26 from 11:30am-1pm. The orientation will provide an overview of the programs offered by Mane Stream and will explain the responsibilities of a Mane Stream volunteer. Follow-up training sessions will take place on Thursday, October 24 from 6-9:30pm and Saturday, October 26 from 1:30-5. *(Sat. session includes a ½ hour lunch break between the orientation & training). Training sessions will provide a closer look at horse behavior, focusing on the horses in the Mane Stream herd, discussions on types of disabilities most often seen at Mane Stream and how volunteers can be of the most help to the riders & clients. Training will involve hands-on practice of the skills introduced at orientation. These orientations and trainings are planned to prepare volunteers to help with Fall II Equine Assisted Therapy and Fall II Adaptive Horsemanship Group lessons and beyond. *****Please note that orientation and training dates are subject to change. Potential volunteers who have returned a registration form (including a phone number) for an orientation or training will be notified of any changes or cancellations and offered a spot in the next scheduled session. Pre-registration for both orientation and training is required, and there is a maximum of 12-16 spaces available per training session, dependent upon staff availability.**

There is a Volunteer Training Manual available on our website at <http://manestreaminc.org/wp-content/uploads/2011/03/VOI-MANUAL-1-12.pdf>. Please either read the manual online or print it and read it, and then print out a copy of the quiz at the end. Bring the completed quiz and any questions you may have with you to the training session. If you do not have computer access, contact the office as soon as possible and you can stop by to pick one up prior to the orientation.

Volunteering opportunities vary throughout the year according to season & rider interest. Spring & Fall volunteering opportunities include helping with Equine Assisted Therapy (EAT) sessions Monday through Friday afternoons (12:00-4:00pm), Monday and Wednesday evenings (5:30-8pm) and Friday mornings (8:30-11am) or with our Adaptive riding Group lessons on Monday and Wednesday (3:15-5:45), Tuesday and Thursday afternoons (3:15-6:45), Wednesday and Thursday mornings (10:30-12/1), and ****Saturdays, (8:15-2:00** or with the Matheny school program on Tuesday mornings, 9:30-12. **** (Please note that the majority of the Saturday volunteering slots have been filled for the Fall II riding session. If Saturdays are the only day you are available to volunteer, you will most likely be placed on a substitute list for the upcoming session.)** Summer volunteering opportunities involve a similar Equine Assisted Therapy schedule (possibly extended from 12-5), Group lessons on Tuesday and Thursday evenings (5:30-9pm) and 8 weeks of Camp Cold Brook, Mon-Fri, 8:30-2:15. Winter volunteering opportunities include a similar EAT schedule as well as Group lessons. Exact schedules will be available at training, and we'll let you know at that time which volunteering days and times have not yet been filled. **Please be prepared with days and times you are available to volunteer so that you will be able to sign up for your slot at the conclusion of the training session.**

*****Please note that anyone 14 years of age or older may apply to become a Mane Stream volunteer. However, due to the nature of volunteer responsibilities related to the clients we serve and the services we offer, volunteers must have the following skills including, but not limited to: the ability to engage in physically strenuous activity continuously for up to 45 minutes; the ability to assess and respond quickly in potentially dangerous situations to keep themselves and others safe; the ability to communicate clearly so as to be understood by the instructor, rider and other volunteers and the ability to understand and follow instructions. An initial assessment for suitability will be determined by Mane Stream staff at the volunteer training. In addition, volunteers will be monitored by instructors for their ability to meet volunteer criteria on a regular basis. Volunteers who do not meet the criteria to participate during lessons or therapy sessions may be invited to pursue volunteering with support functions for Mane Stream such as assisting at special events, mailings, etc. Please understand that these requirements are necessary for the well being and safety of both volunteers and riders/clients.**

****Also note that volunteers seeking to fulfill court-mandated community service hours will not be working directly with Mane Stream horses or riders/clients, and should contact Holland Kochanski (Holland@manestreaminc.org) for details. Although these volunteers may choose to attend an orientation & training now with the intent of later becoming a program volunteer, **all court-mandated hours must be completed before a volunteer will be allowed to work with our riders/clients.****

Please fill out and send in the enclosed **volunteer registration form** and the **lower half of the orientation form** **BEFORE** attending orientation. You will receive an email confirmation once I receive your form and have scheduled you for an orientation & training...**if you do NOT receive an email confirmation, please contact me.** If you are unable to attend the upcoming orientation, please return a completed general volunteer registration form and you will be notified of the next scheduled orientation. Thank you again for your interest, and I look forward to meeting you soon!

Carol Ferris, Mane Stream Volunteer Coordinator

Phone: 908-439-9636

Fax: 908-439-2338

Email: volunteer@manestreaminc.org

website: www.manestreaminc.org

Mane Stream

Orientations: Tuesday, October 22, 7-8:30pm or Saturday, October 26, 11:30am-1pm
Trainings: Thursday, October 24, 6-9:30pm or Saturday, October 26, 1:30-5pm

Mane Stream (*formerly Somerset Hills Handicapped Riding Center*) is in need of volunteers **14** years of age or older for current and upcoming sessions. Anyone interested in volunteering for Mane Stream or learning more about our program is welcome to attend one of our orientation sessions. **All new volunteers must attend first an orientation and then a training session prior to volunteering for Mane Stream.**

Orientations and trainings are held at our center in Oldwick. **Please arrive promptly, as we will be covering a lot of information.** At orientation, you will learn about our program and the responsibilities of a Mane Stream volunteer. Follow-up training sessions will cover correct techniques for assisting our riders/clients and handling our horses, as well as grooming and tacking skills. **Please dress in layered "barn clothes" and boots/sneakers (no sandals) for the training session,** as it will be held in the barn and unheated riding ring. Volunteers under the age of 18 will need a liability release form signed by parent/guardian **prior** to orientation. **Pre-registration for orientations & training sessions is required, and training sessions have a maximum of 12-16 spaces available, depending on staff availability. Trainings tend to fill quickly, so please submit your paperwork as soon as possible.**

Directions: (*when using a GPS, try using the town of Califon if Oldwick does not work*)

- Rte. 287 to 78W to Exit 24.
- 523 North towards Oldwick.
- Rte. 523 turns into Rte. 517.
- Continue through the town of Oldwick...General Store and Tewksbury Inn will be on your left.
- Mane Stream is about ½ mile past town, on your left...grey barn on top of a hill.

Please return the lower half of this form to Mane Stream prior to orientation/training dates. Once I receive your form, I will add you to the schedule if there are spots remaining and confirm via email, or I will notify you if the training has been filled. If you have sent in your form but have not yet heard from me, please contact me to be sure that I have received your forms.

Mane Stream
PO Box 305
Oldwick, NJ 08858
Attn: Carol Ferris

Phone: 908-439-9636

Fax: 908-439-2338

website: www.manestreaminc.org

Email: volunteer@manestreaminc.org



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Volunteer Orientations & Training Sessions (*an orientation must be attended prior to a training session*)

Name: _____ Phone: _____ Email: _____

(A) choose **1** orientation:

_____ Tuesday, October 22, 7-8:30pm

_____ Saturday, October 26, 11:30am-1pm

AND

(B) choose **1** follow up training session:

_____ Thursday, October 24, 6-9:30pm

_____ Saturday, October 26, 1:30-5pm