

# Ivey Ranch Park Association, Inc.

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110 Rancho Del Oro Road - Oceanside, CA 92057 – (760) 722-IVEY – (760) 722-4839  
(760) 722-6598 Fax – [www.iveyranch.com](http://www.iveyranch.com) - [iveyranch@yahoo.com](mailto:iveyranch@yahoo.com)

Thank you for your interest in our summer internship program. Ivey Ranch Park Association is happy to offer summer internships to students and adults and provide a fun and unforgettable work experience inclusive of children, horses, and service learning practicum. Positions will assist during our Horse Camp between July 1– August 2, 2024; 5, 1-week sessions, from 9AM-5PM, Monday - Friday (except for the week of 7/1 which will have no camp on Thursday, 7/4/2024).

Positions are limited to 15 interns a week and applicants must be at least 14 years of age by June 28, 2024. Interns can assist 1 week – up to 4 weeks but also **must be available for Intern Training June 19<sup>th</sup> from 9AM-12PM.**

Interns will be assisting with camp and lesson attendees ages 5-adult, special needs and able-bodied alike. Interns will be assisting in a variety of roles including, but not limited to, grooming, tacking, and leading horses during class, assisting in humane education, feeding and watering horses, basic vet care, stable management, and assisting instructors during riding and vaulting classes. Training will be provided for all positions so interns can be moved between programming when needed. Interns will need to bring their lunch during the internship period as well as snacks for breaks they will have throughout the day.

Interns will be provided a Certificate of Recognition for the community service hours they provide as well as a nomination for the President's Volunteer Service Award (based on age and number of hours of service provided). Their Certificate of Recognition will be presented to them at the Annual Western Hoedown which is scheduled for October 12, 2024. Interns and a guest are invited to this event at no cost. Also, interns may accrue \$200 scholarships towards horseback riding instruction for each week of full-time service.

For new applicants you are required to submit an application and have two separate recommendations forwarded on your behalf. If you are a returning Intern you need only complete the application – recommendations are not required. Applications are to be completed by the Intern applicant and recommendations are not to be completed by family members. Application and recommendations (if required) are to be **RECEIVED NO LATER THAN SATURDAY, JUNE 1, 2024.** Internships are awarded through a competitive basis and a completed application does not guarantee a position. All applicants will receive notification of acceptance or denial via e-mail by end of day on 6/7/2024.

Please feel free to contact our office if you have any questions. Thank you again for your interest - we look forward to receiving your completed application and recommendations before June 1<sup>st</sup>!

Sincerely,

## Tonya Danielly

Tonya Danielly  
Executive Director

# Ivey Ranch Park Association, Inc.

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## Summer 2024 Internship Application

Name:

Address (home):

City, State, Zip Code:

Home Telephone:

Cell Phone:

E-Mail:

Name / Address of School:

Major (If Applicable)

Age as of June 28, 2024 (if under 18) and Grade Level:

Why do you want to participate in the Summer Internship Program at Ivey Ranch Park Association?

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What do you hope to take away from your internship?

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Sessions begin the week of 7/1/24 and conclude the week of 7/29/24. Please indicate which week(s) you will be available. Week(s) available (e.g. 7/1, 7/15, and 7/29) \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Ability, Leadership and Skills Assessment

List the names of groups or clubs that you have been associated with:

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Awards or Honors received:

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Public speaking experience:

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Teaching or leadership experience:

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Horse handling or riding experience:

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List family pets and animal experience:

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**If you are a new Intern Applicant then you are required to get two recommendations from an adult (e.g. teacher, coach, employer, club leader, etc). Recommendation forms must be forwarded (e-mail or standard mail) from the reference themselves. Internship Applicants are not to send references as part of their application nor can family members complete a reference.**

**Recommendation forms must be returned by the due date of June 1, 2024 to be considered. Late forms will not be considered. Applicants will be notified via e-mail by June 7, 2024 of their acceptance or denial for program participation.**

**Name, e-mail address, and phone number of the references that completed your recommendation forms:**

1) Name \_\_\_\_\_

Email \_\_\_\_\_

Phone Number \_\_\_\_\_

Relationship \_\_\_\_\_ Time known \_\_\_\_\_

2) Name \_\_\_\_\_

Email \_\_\_\_\_

Phone Number \_\_\_\_\_

Relationship \_\_\_\_\_ Time known \_\_\_\_\_

**Please send completed application to:**  
**Ivey Ranch Park Association**  
**Attn: Tonya Danielly, Executive Director**  
**110 Rancho del Oro Drive**  
**Oceanside, CA 92057**  
**[iveyranch@yahoo.com](mailto:iveyranch@yahoo.com)**

**JOB TITLE:               Ground Training Assistant**

**NUMBER OF POSITIONS AVAILABLE: 6 each week**

**POSITION ESSENTIAL FUNCTIONS**

- Oversee horse feeding, cleaning, and housing requirements
- Assist with tack cleaning, maintenance, and storage
- Assist with horse grooming and exercise
- Light housekeeping throughout horse housing area
- Various jobs as directed

**QUALIFICATIONS**

- Good listener who follows directions
- Enjoys caring for and working with horses
- Experience working around horses preferred

**TRAINING TO BE PROVIDED**

Orientation by Riding Instructor

**BENEFITS FOR THE INTERN**

- Exposure to routine horse care – feeding, medicating, cleaning, and housing
- Position may help in deciding whether intern wants to pursue a career in equine or stable management, veterinary or vet technician

**POSITION TITLE:     Riding Instructor's Assistant**

**NUMBER OF POSITIONS AVAILABLE: 9 each week**

**POSITION ESSENTIAL FUNCTIONS**

- One to one horse handling with beginning rider
- Assist with mounting, leading, and dismounting a rider and their horse
- Assist with tacking, un-tacking, and stabling a horse

**QUALIFICATIONS**

- Outstanding listener who follows directions
- Enjoys working with horses and their riders
- Ability to walk a horse for 20-40 minutes, every hour, for up to six hours
- Experience working around horses highly preferred

**TRAINING TO BE PROVIDED**

Orientation by Riding Instructor

**BENEFITS FOR THE INTERN**

- Exposure to riding instruction, equitation, and advanced horse handling
- Position may help in deciding whether intern wants to pursue a career in teaching, special needs advocacy, nursing, psychology and sociology