

## ***Twisted Tree Farm Interns' Guidelines and Tasks:***

### **TASKS (Times vary due to seasonal changes):**

-Be out at barn, do a walk through barn check (check legs, behavior, etc) put horses out in walker and in turnouts. Horses are to be switched every hour in the walker and every 2 hours in the turnouts until the list is done.

→ 5:30am in summer, 6:30am in fall **times can and will change**. It is the responsibility of the intern to find out what time is appropriate from Janet, Kelly, Sydney, etc.

### **- Various tasks throughout day...**

-Assist in riding, grooming, tacking up until all horses are ridden.

-Assist the trainers in preparing for their lessons by setting jumps or helping beginners with tacking up if need be.

-Assist with waiting for parents to pick up beginner kids from lessons.

-Put tack away properly and making sure to organize the tack rooms.

-Do horse laundry (wraps, saddle pads, etc).

-Clean tack and boots daily.

-Dust, sweep, and organize cantina and tack rooms daily.

-Organize and clean the cross-tie areas making sure there are even amounts of brushes and grooming tools.

-Make sure the bottles of fly spray, show sheen, alcohol, and hoof oil are filled and distributed properly.

-Bring horses in from turn-out and walker.

-All horses **MUST** be put away from walker before interns can go inside.

-All tack **MUST** be put away before interns can go inside.

-Put wraps on horses that are assigned wraps (Evening).

-Help with afternoon lessons, usually starting anywhere from 4-6pm.

-Keep in mind that if you have the privilege to attend the shows with Twisted Tree Farm the schedule is more intense and these times listed above may not apply.

### **Interns must...**

-help pack and unpack trailers for horse shows

-help clip and bathe horses before shows, when they need clipping etc.

-medicate and doctor cuts, scratches, wounds, and other injuries any of the training horses OR lesson horses may have regularly

-blanket horses in the winter

3:30-4:00/6:00-7:00 pm- Put horses that have been assigned a night turn-out out in the turn-outs.

*\*Times can and will change according to seasons\**

### **GUIDELINES:**

-Interns are responsible for cleaning up after themselves in the house.

-Interns are responsible for cooking for themselves in the house.

-Interns are responsible for paying for themselves when they go out to dinner.

-Cell phones are to be used for business **ONLY** throughout the work-day.

-If living in the house this is to be considered a privilege. No clients or guests are to be in the house without the permission of Janet or Larry.

-If living in the house all doors must be kept locked and the garage door must be closed. It is very important due to snakes and other creatures that live in the desert.

-There is always work to be done on a horse farm, please do not sit around and be idle.