

BCEF Barn Chores - 2022

Daily

- Be the friendly, helpful face of BCEF, greeting everyone with a warm, helpful attitude.
- Be available to boarders via phone/text when on duty, to other BCEF staff whenever possible.
- Treat every horse as if it were your own.
- Visual inspections of all horses at feeding times - make a note of concerns - injuries, herd dynamics, etc. make suggestions for care and/or adjustments in diet, placement, care.
- Confirm water is running, clean and accessible to all horses.
- Set up grain for feedings with at least 7 days worth of grain bags at all times.
- Clean buckets, grain dishes, etc. and stack neatly.
- Keep paddocks near barns and all shelters free of manure and ready for guest horses or potential clients at all times.
- Fly masks/spray/bot fly patrol.
- Tidy wash rack area.
- Ability and willingness to run K-Line irrigation.

Weekly

- Consider horse placement and suggest changes if necessary.
- Sweep, mop or vacuum feed room, tackroom, bathroom, office and barn aisle.
- Wipe down counters in all of the above.
- Inventory and monitor all grains and meds - advise if something will be needed within next two weeks.
- Drag paddocks with Gator.
- Thoroughly clean all waterers in all paddocks, pastures.
- Post to social media what's going on - lessons, horse projects, moments, views, etc.
- Pick up rocks from paddocks.
- Manage and file; releases, boarding agreements, health records, etc.
- Keep Gators clean and filled with diesel.
- Check all fencing, gates, shelters for repairs.
- Check that paddocks have one red, one yellow salt and free choice minerals in all shelters.
- Stock toilet paper, soap, clean towels in bathroom.
- Fill cat food.
- Clean out big buckets in paddocks.

General

- Make sure feeding and medication schedule is updated so anyone can understand system/schedule and feed if necessary.
- Help host at social events pertaining to horse events/outreach.
- Fetch and hold horses for farrier and/or vet when necessary.
- Anti-crib where necessary.
- Oversee confined horses due to illness and set up program with appropriate support.
- Help arrange for training, exercising, trouble shooting horse issues as necessary
- Stock horse and human first aid kits and have them readily accessible.
- Designate areas in tack room for individuals as well as shared items like first aid.
- Empty trash cans.
- General barnyard appearance – pick up loose hay, poop, candy wrappers, sticks, debris.
- Understand irrigation system and move when necessary.
- Water arenas as needed or for special events.
- Keep a logbook of ongoing projects and/or projects that need attention.

Farm Sitting

- Be available to oversee all aspects of property and animals on site when owners are away - includes being available by phone/text to all boarders.

Extra

- Lawn mowing, weed whacking, general yard work
- Bucking hay