

Employment Opportunity

Executive Director

Three Gaits



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Three Gaits
Therapeutic Horsemanship



ABOUT THE ORGANIZATION

The QTI Group is partnering with **Three Gaits** to hire its next **Executive Director**.

Founded in 1983, Three Gaits Therapeutic Horsemanship Center has grown to become one of the region's premier therapeutic horsemanship facilities, providing recreational and therapeutic activities for hundreds of participants each year. Our mission is to provide equine-assisted activities and therapies that enhance the lives of people with physical, emotional and/or intellectual challenges. People served by Three Gaits have challenges with conditions such as autism, Down syndrome, learning disabilities, spina bifida, muscular dystrophy, cerebral palsy, brain injury, as well as other numerous disabilities and special needs. Most participants have both intellectual and physical disabilities. Approximately 80% of our participants are children.

Located on 20 acres near Stoughton, Wisconsin, Three Gaits is recognized as a Premier Accredited Center by the Professional Association of Therapeutic Horsemanship (PATH) International. Out of 20 PATH member centers in Wisconsin, Three Gaits is one of only three to hold this accreditation. Three Gaits offers a variety of programming opportunities which include Therapeutic Riding, Hippotherapy, and Unmounted Horsemanship.

Therapeutic Riding

Therapeutic riding contributes to the cognitive, physical, emotional, and social well-being of children and adults with physical, intellectual, and/or emotional disabilities or other special needs. Our therapeutic riding classes incorporate education, competition, therapy, and recreation into horseback riding to build physical strength, develop communication and social skills, and increase self-confidence. Three Gaits instructors are all Certified Therapeutic Riding Instructors by the Professional Association of Therapeutic Horsemanship International (PATH, Inc.).

Hippotherapy

Hippotherapy is an evidence-based treatment tool that uses the movement of the horse as part of an overall strategy for addressing functional limitations in patients with neuromotor and sensory dysfunctions. Using the movement of the horse, sessions are part of a participant's treatment plan as a tool for achieving well-defined functional goals. Three Gaits offers occupational therapy with a licensed occupational therapist and a licensed occupational therapy assistant, both certified by the American Hippotherapy Association (AHA).

Unmounted Horsemanship

For students who cannot ride a horse or are interested in learning about horse care and behavior. Three Gaits teaches horsemanship skills in a safe environment from the ground. Students groom, exercise, and practice horse show leading patterns in Unmounted Horsemanship.



ABOUT THE OPPORTUNITY

Three Gaits is seeking an **Executive Director** to uphold its mission to provide equine-assisted activities and therapies that enhance the lives of people with physical, emotional and/or intellectual challenges. We seek an innovative and driven leader who is motivated to build this organization to the next level. The ideal candidate will possess the skills and vision necessary to grow the capacity of Three Gaits through the expansion of facilities and the development of programming.

Schedule / Location / Salary: This is a 32-hour-a-week hybrid position. The annual compensation for this position is \$52,000 plus benefits, including free boarding for one horse!

Strategic Leadership

- Lead strategic planning to discover, develop and maintain mutually beneficial community partnerships to increase the financially viable program offerings at Three Gaits.
- Establish and maintain criteria to evaluate existing and new programs to meet community needs and financial success.
- Establish and maintain donor and community partnerships through outreach efforts and community events.

Financial Management and Viability

- Provide guidance and oversight to the Financial Administrator who handles the day-to-day bookkeeping and payroll.
- Oversee budget development with the Board and manage services to ensure long-term financial viability.
- Create and manage annual budgets and financial statements, prioritizing the financial health of Three Gaits.
- Foresight to identify trends that impact the financial position and revenue of the organization.
- Lead fundraising efforts, including donor cultivation and capital campaigns.

Operational Management

- Manage effective and efficient daily operations of the organization.
- Perform Human Resources activities such as recruiting, hiring, compliance, employee relations, and professional development for staff within the organization.



ABOUT THE OPPORTUNITY

- Ensure compliance with all PATH standards and accreditation, certifications, audits, etc.
- Cultivate a positive and collaborative working environment for all staff and volunteers.
- Collaborate with event coordinators in the development and execution of fundraising events and community programs.
- Oversee and manage any facility expansions in partnership with the facilities manager.

Board Management

- Collaborate and partner with the Board of Directors and provide information and recommendations to guide decision-making.
- Prepare and present monthly reports, annual reports, and annual budgets at Board meetings.
- Partner with the Board to attract and recruit a diverse group of Board Members, staff, and community volunteers.

Education and Qualifications

- Experience working directly with horses is not necessary. However, you should be comfortable with occasional work around horses in a barn environment where programming takes place.
- Bachelor's Degree or equivalent preferred.
- 3+ years of non-profit leadership or related experience preferred.
- Experience with fundraising strategies and donor relations unique to the non-profit sector.
- Demonstrated ability to collaborate and build relationships with diverse volunteers, donor groups, partner agencies, and other constituent groups.
- Budget management skills including budget preparation, analysis, and communication of financial needs to the Board of Directors.
- Strong organizational skills including planning, delegating, program development, and task facilitation.
- Demonstrated clear and effective communication skills.
- Ability to think critically and problem-solve outside of the box.
- Desire to explore advancing technologies to support and promote the Three Gaits organization.



APPLICATION & SELECTION PROCESS

Three Gaits has exclusively retained The QTI Group to conduct the search for their new **Executive Director**. The QTI Group is a comprehensive human resources advisory services firm founded in 1957. QTI is headquartered in Madison, Wisconsin.

Inquiries may be submitted to The QTI Group at the email or phone number listed below.

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