



## VOLUNTEER TRAINING - LEADING

There are some many where it will be impossible to achieve an “above standard” mark; since the correct method will be the *only* safe method accepted. To achieve an “Above standard” mark will require that a candidate demonstrates the “At standard” requirement PLUS any additions mentioned in the above standard column.

In some areas, this rubric refers to the “correct” methods of performing a task. Please refer to the following publications for acceptable “correct” methods: CanTRA Instructor Manual; CTRAI Home Study: Manual of Horsemanship – British Horse Society and Pony Club: Stable Management in Canada.

| Topic          | Evidence                                  | Above required standards<br>(3) | At required standards<br>(2)  | Below required standards<br>(1)  |
|----------------|---|---------------------------------|---|--|
| <b>Leading</b> | Responsibilities of a leader.             | <input type="checkbox"/> N/A.   | <ul style="list-style-type: none"> <li><input type="checkbox"/> Knows the responsibilities.</li> <li><input type="checkbox"/> Knows when to take charge of the horse.</li> <li><input type="checkbox"/> In tune with the rider.</li> </ul>  | <input type="checkbox"/> Weak or insufficient explanation.   |
|                | Holding horse.                            | <input type="checkbox"/> N/A.   | <ul style="list-style-type: none"> <li><input type="checkbox"/> Correct hold of lead line with both hands.</li> <li><input type="checkbox"/> Allows horse suitable amount of lead so rider can be effective &amp; horse does not feel restricted.</li> </ul>  | <ul style="list-style-type: none"> <li><input type="checkbox"/> Hand too close or touching clip.</li> <li><input type="checkbox"/> Extra line wrapped around hand or allowed to drag on ground.</li> </ul>   |
|                | Position of leader at halt, walk, turning | <input type="checkbox"/> N/A.   | <input type="checkbox"/> Correct position of leader throughout halt, walk & turn, without crowding the horse.   | <ul style="list-style-type: none"> <li><input type="checkbox"/> Leader ahead of horse, dragging, or too far back.</li> <li><input type="checkbox"/> Incorrect position at halt.</li> <li><input type="checkbox"/> Pushing or pulling horse around the turn.</li> </ul> |
|                | Pace                                      | <input type="checkbox"/> N/A.   | <input type="checkbox"/> Good consistent marching pace.   | <ul style="list-style-type: none"> <li><input type="checkbox"/> Inactive walk.</li> <li><input type="checkbox"/> Inconsistent pace.</li> <li><input type="checkbox"/> Horse walking too slow/sharp turns.</li> </ul>   |
|                | Awareness of sidewalker/s                 | <input type="checkbox"/> N/A.   | <ul style="list-style-type: none"> <li><input type="checkbox"/> Aware of rider/sidewalkers/instructor at all times.</li> <li><input type="checkbox"/> Communicates with them when necessary.</li> <li><input type="checkbox"/> Aware of the difficulties that could arise for a sidewalker on the same side as the leader.</li> </ul> | <input type="checkbox"/> Inattention to rider/sidewalkers/instructor.  |

|  |                               |  |  |   |
|--|-------------------------------|--|--|---|
|  | Voice commands/body language. | <input type="checkbox"/> N/A.  | <input type="checkbox"/> Appropriate use of voice commands so as not to make rider feel like a passenger.<br><input type="checkbox"/> Voice commands may not be necessary if leaders body language is such that the horse understands.<br><input type="checkbox"/> Knows when not to interfere & to allow the rider to take control  | <input type="checkbox"/> No voice commands when required.<br><input type="checkbox"/> Inappropriate use.<br><input type="checkbox"/> Aggressive, incorrect body language                  |
|  | Changing sides                | <input type="checkbox"/> N/A.  | <input type="checkbox"/> Smooth, safe, effective change of sides with reasons for through halt & walk.   | <input type="checkbox"/> Unsafe method used.<br><input type="checkbox"/> Failure to talk about changing sides.  |
|  | Emergency Procedure           | <input type="checkbox"/> Thorough knowledge of complete emergency procedure is evident.<br><input type="checkbox"/> Obvious experience.<br><input type="checkbox"/> High comfort level with emergency procedure. | <input type="checkbox"/> Knowledge of leader's responsibilities in an emergency.   | <input type="checkbox"/> Insufficient knowledge of emergency procedure.   |
|  | Involvement of volunteer.     | <input type="checkbox"/> N/A.  | <input type="checkbox"/> Volunteer can demonstrate correct leading techniques once properly demonstrated.<br><input type="checkbox"/> Candidate can detect & correct errors.<br><input type="checkbox"/> Good rapport with volunteer.<br><input type="checkbox"/> Volunteer is made to feel at ease & not asked to perform any tasks they are not comfortable undertaking. | <input type="checkbox"/> Insufficient or incorrect information given to volunteer.  |
|  | Terminology.                  | <input type="checkbox"/> <i>Good use</i> of the correct terminology.   | <input type="checkbox"/> Correct terminology used.<br><input type="checkbox"/> Evidence from the demonstration that candidate does this on a regular basis.  | <input type="checkbox"/> Poor terminology.<br><input type="checkbox"/> Insufficient correct terminology.  |
|  | Safety.                       | <input type="checkbox"/> N/A.  | <input type="checkbox"/> Safe presentation.  | <input type="checkbox"/> Unsafe practice/s demonstrated e.g. wrapping leadline around hand, holding too close to clip, walking too far back, dragging horse, letting go of leadline, etc. |

|  |                       |   |   |  |
|--|-----------------------|---|---|--|
|  | Overall presentation. | <input type="checkbox"/> In-depth &/or additional knowledge of subject evident. | <input type="checkbox"/> Well-organized, concise, clear, accurate & complete delivery of topic.<br><input type="checkbox"/> Good rapport with volunteers. | <input type="checkbox"/> Incomplete, incorrect presentation. |
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**Adopted: May 25, 2008**