



Healing through Horses

Job Description

POSITION TITLE: Special Projects

REPORTS TO: Volunteer Coordinator

POSITION SUMMARY: Share your unique skills and strengths with Chastain Horse Park to fit our organizational needs.

POSSIBLE JOB DUTIES

- Provide photography or art support for website, marketing, stewardship programs, class documentation, etc.
- Provide marketing support for campaigns, posters and flyers, social media, etc.
- Provide strategic planning support for program creation, long term planning, etc.
- Assist in completing construction projects and facility maintenance needs
- Offer non-profit management skills for projects regarding grant writing, fundraising, special events, etc.
- Ensures compliance with all Chastain Horse Park policies

QUALIFICATIONS

- Able to timely and professionally perform all assigned tasks
- Responsible, mature, and reliable

The above statements are intended to describe the general nature and level of work being performed and are not intended to be an exhaustive list of all responsibilities, duties and/or skills that may be required. Chastain Horse Park holds the right to terminate volunteers if not meeting requirements and responsibilities set forth in this job description, or if a volunteers violates the volunteer policies or code of ethics.