



**Job Title:** Groundskeeper

**Location:** Vernon District Riding Club (VDRC)

**Employment Term:** March 15 – November 15, 2025, with the potential for renewal

**About Us:**

The Vernon District Riding Club (VDRC) is a beautiful equestrian facility committed to providing a safe and welcoming environment for riders of all levels and disciplines. Our grounds, facilities and equipment are essential to ensuring the VDRC continues to be the premier equestrian location in the Okanagan. We are seeking a reliable and dedicated Groundskeeper to join our team.

**Position Overview:**

The Groundskeeper is responsible for maintaining the grounds, facilities, and equipment of the VDRC, ensuring they are safe, functional, and aesthetically pleasing. Reporting to the Board of Directors, and liaising primarily with the Grounds, Facilities, and Equipment Committee, the Groundskeeper will also play a crucial role in event preparation and support.

**Key Responsibilities:**

- Maintain the riding arenas, round pen, and surrounding grounds (harrowing, watering, mowing, etc.)
- Operate and maintain equipment including tractors, lawnmowers, and power tools
- Monitor and perform minor repairs to stalls, buildings, fences, gates, jumps, and irrigation systems
- Monitor and perform minor repairs to clubhouse and interior furniture and equipment
- Assist in the preparation and maintenance of the grounds for club events, horse shows, clinics, and other activities
- Communicate regularly with the Grounds, Facilities, and Equipment Committee and Event Managers to ensure all maintenance needs are met
- Keep the grounds and facilities clean and safe, including timely garbage removal, recycling, and yard waste disposal

**Required Qualifications:**

- Strong ability to work both independently and as part of a team.



- Demonstrated ability to communicate clearly and effectively with multiple stakeholders across various groups and committees, ensuring consistent and timely flow of information to support the organizational goals.
- General knowledge of groundskeeping, equipment operation, and maintenance
- Physically fit for outdoor work, including some heavy lifting
- Ability to safely operate machinery such as tractors, lawnmowers, chainsaws, and power tools
- Ability to collaborate with the Grounds, Facilities and Equipment Committee on the development of an annual budget, ensuring alignment with VDRC priorities and revenue restrictions. And maintain strict adherence to the approved budget through the fiscal year.
- Reliable transportation to and from VDRC grounds
- Flexibility to respond on short notice for urgent needs
- The club does not have any horses permanently on site. Members bring their horses to the club to ride. Experience handling horses is not a requirement, however being comfortable around horses is an asset.

### **Compensation:**

- \$2,200/month
- Additional payments per event (shows, clinics etc) are negotiated each year
- Reimbursement for vehicle mileage at \$0.65/km and for out-of-pocket expenses
- WorkSafe BC Protection Insurance coverage

### **How to Apply:**

Submit your resume and a brief cover letter outlining your relevant experience to [info@vernonridingclub.com](mailto:info@vernonridingclub.com). We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Join us at VDRC to help maintain a welcoming, accessible, and safe environment for our equestrian community!