



USDF

UNITED STATES DRESSAGE FEDERATION™

Education Programs Coordinator

The United States Dressage Federation (USDF), a national non-profit equine organization dedicated to the sport of dressage, has an immediate opening for a full time Programs Coordinator.

This position will implement designated USDF programs and initiatives within the Education Department.

Experience in project management, event planning, and budgeting are necessary in this position. Working with the organizations volunteer committees and leadership is an important aspect of this position. An equine background and dressage experience is required. Travel to support events may be required.

Skills required:

- Excellent customer service, written and oral communication skills
- Ability to work independently and in a team environment
- Ability to handle a diverse workload
- Proficient computer skills in database management and Microsoft Office applications
- Detailed oriented

This position is located at the USDF headquarters in Lexington, KY. USDF provides an excellent benefits package including but not limited to health, dental, and vision insurance, matching 401k, and paid time off.

Interested candidates who possess the necessary qualifications should submit a letter of interest, resume, and salary requirement to hr@usdf.org.