



# HFC/OEF Trail Guide Certification Program

## Mentor Task Sheet

***Certifies completion of the following tasks with an HFC/OEF approved Trail Guide Mentor.***

Dear Mentor,

Thank you for further supporting the HFC/OEF Trail Guide Certification Program by guiding the development of this Trail Guide candidate. This practical mentoring program is replacing a formal technical evaluation to provide a more educational and accessible program for potential trail guides. The mentor system is designed to develop the use of proper procedures and techniques for the potential Trail Guide. Please fill in and sign the following checklist upon completion of the tasks listed below.

**Please note that by signing your name to this document, you are declaring that you have mentored and guided this candidate and that he/she has now successfully completed the HFC/OEF Trail Guide Mentored Tasks.**

I, \_\_\_\_\_ hereby confirm that \_\_\_\_\_  
(Mentor) (Candidate)  
has completed the following tasks and demonstrates the following skills.

- 1. Meets the minimum riding standards by having completed the EC Learn to Ride program (Western Rider 2 or English Rider 6), Pony Club C2, CHA Rider Level 3, or equivalent assessment (***if candidate does not hold one of the above certificates, the enclosed rider assessment form must be completed***).
- 2. Assisted as a Trail Guide in a minimum of 10 one-hour trail rides with instruction and guidance on safe trail procedures and management.
- 3. Demonstrates a good, practical understanding of safe Trail procedures, rules and horse sense/behaviour.
- 4. Demonstrates the necessary leadership and communications skills required when dealing with public trail riders and other staff/co-workers.
- 5. Demonstrates the necessary voice projection required for a Trail Guide.
- 6. Successfully completed the HFC/OEF Trail Guide Open-book Assessment.

Mentor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this form to the Ontario Equestrian Federation office:**  
9120 Leslie Street - Suite 203 – Richmond Hill, ON – L4B 3J9 - Fax: 905-709-1867