



# Program & Research Coordinator Blueprint

Implementation & Evaluation Framework • Equine-Assisted Services • One-Page Planning Guide

## Chapter 1 — Program Vision

- Review current research on equine-assisted services and social prescribing.
- Conduct a community needs assessment.
- Define participant outcomes and organizational goals.
- Clarify mission, values, and long-term vision.
- Establish success indicators before implementation.

## Chapter 2 — Building the Program

- Identify stakeholders and community partners.
- Assess organizational capacity.
- Design communication workflows.
- Recruit and coordinate volunteers.
- Build documentation systems.

## Chapter 3 — Program Design

- Map the participant journey from referral to follow-up.
- Match horses with participant needs.
- Develop safety and risk-management procedures.
- Build accessibility into every stage.
- Standardize session documentation.

## Chapter 4 — Research & Evaluation

- Design an evaluation framework.
- Collect quantitative and qualitative data.
- Gather participant and caregiver feedback.
- Manage databases and research records.
- Prepare reports for leadership and funders.

## Chapter 5 — Continuous Improvement

- Analyze program outcomes.
- Celebrate successes and identify challenges.
- Refine programming using evidence.
- Share findings with staff and partners.
- Develop recommendations for future research.

## Guiding Cycle

- Learn
- Plan
- Build
- Deliver
- Measure
- Improve
- Repeat

© INFO SLUG • Prompt Inspiration: Systems-thinking adapted from organizational risk-management manuals and implementation science. Reframed for an Equine Therapy Program & Research Coordinator to emphasize assessment, program design, evaluation, and continuous improvement.

Designed as a note-card style reference sheet • Landscape • Printable