

## POSITION DESCRIPTION

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<b>Position:</b>	Autumn Work Crew Staff
<b>Department:</b>	Conservation
<b>Salary Level:</b>	II (Specialists/Foremen)
<b>Default Housing:</b>	<i>Tent-CHQ (Final housing assignments may differ based on availability)</i>
<b>Reports To:</b>	Work Crew Foreman
<b>Desired Availability:</b>	September 20 – November 22

### Philmont Standards

- Must be at least 18 years of age by start of employment (21+ requirement, if applicable, will be noted below)
- Must become a registered member of the Boy Scouts of America at the start of employment and subscribe to the Scout Oath, Scout Law, and Declaration of Religious Principles
- Must provide a complete and current BSA Annual Health and Medical Record to the Infirmary upon arrival including review of risk advisory and immunization requirements
- Must maintain a clean, well-groomed appearance and be willing to purchase required uniform parts to meet Philmont's uniform policy
- Must participate in designated staff training
- Must adhere to the policies and programs set forth by Philmont Scout Ranch management

### Position Overview

Autumn Work Crew Staff are assigned to a mobile crew of 4-6 operating in Philmont's backcountry or on partner properties. One crew is assigned to each of Philmont's regions (North, Central, South), and two crews are deployed as needed throughout Philmont's area of operations. Each crew is led by a Work Crew Foreman. Work crews typically perform trail and camp maintenance, invasive species management, forest management, and a variety of other projects.

### Primary Duties & Responsibilities

- Be an active participant during Conservation Training. Remain engaged, ask questions, and volunteer to help as needed.
- Be constantly alert to the welfare and safety of scouts, advisors, coworkers, and anyone else in the vicinity of your work site. Demonstrate good situational awareness.
- Become an expert in safe and proper use of provided hand and power tools.
- Become proficient in the use of provided tree climbing equipment.
- Become proficient in the use of provided GPS units.
- Properly maintain your crew's tools and equipment to the standards of the Philmont Conservation Department.
- Maintain clean and organized campsites while deployed in the backcountry, following the procedures in the Philmont Ranger Field Book.

- Know and teach the appropriate safety measures to your crew, including the use of personal protective equipment and safe working practices.
- Be a good team member, sharing the site management responsibilities with your coworkers.
- Complete other duties as assigned by direct supervisor or ranch management as required

### Desired Qualifications & Experience

- Work experience or education in forestry, fire management, or other natural resource fields are good preparation for the position
- Participating in one of the Philmont Conservation Department’s individual treks (ROCS, OATC, TCT, STEM) is an excellent way for youth to gain this experience but is not required
- Staff will receive comprehensive job training upon arrival at Philmont

### Physical Requirements & Work Environment

- Must meet the BSA height/weight requirements
- Be able to hike to remote worksites carrying loads up to 80 pounds
- Be prepared to spend up to 9 consecutive nights per work hitch in undeveloped backcountry campsites
- Up to 90% of the workday could be spent standing, walking, bending, stooping, kneeling, or crouching
- Be capable and willing to work in all types of weather conditions at various locations
- Be prepared for strenuous workdays that include hiking and working on rough terrain, in all weather conditions, for 9-12 hours

### Additional Information

Training Opportunities: Work Crew Staff begin their employment with eight days of Conservation Department Training, followed by three days of Work Crew Training. Opportunities may arise throughout the summer for on-the-job training in chainsaw operation, tree climbing, rigging, retaining wall construction, or other advanced skills.

It should be noted by applicants that Philmont Scout Ranch and the surrounding area are located in a rural ranching community within the high desert of the Sangre de Cristo mountains. Climate, culture, and the availability of resources may vary significantly than other communities. Amenities applicants are used to may not be available on the ranch or the surrounding area.

*Philmont and the Boy Scouts of America provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.*

*This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.*

**Updated:** 9/22/2022