

## POSITION DESCRIPTION

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<b>Position:</b>	Conservation Site Foreman - Trail
<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>	Camper Conservation Coordinator - Trail
<b>Desired Availability:</b>	May 20 – August 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

Camper Conservation Site Foremen manage remote worksites, providing educational work experiences for Philmont's backcountry trek participants. They train scouts and advisors to safely and efficiently use hand tools in performing conservation work. They teach about Philmont's land management philosophies, both modern and historic. They typically lead projects focused on trail construction, erosion control, or habitat restoration. Site Foremen are responsible for the leadership and management of between two and five Camper Conservation Staff at their site. This includes project planning, menu and meal planning, and weekly progress reporting.

### Primary Duties & Responsibilities

- Establish yourself as a leader within the Camper Conservation Program, the Conservation Department, and Philmont Scout Ranch by setting an appropriate example for other staff and participants.
- 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.
- Be an active participant during Conservation Training. Remain engaged, ask questions, and volunteer to help as needed.
- Be a good team member, sharing the site management responsibilities with your coworkers.
- Under the guidance of the Associate Director of Conservation – Camper Conservation (ADCCC) and Camper Conservation Coordinators, develop a work plan for your site and establish a set of performance goals for the summer.
- Become an expert in safe and proper use of provided hand and power tools.

- Become an expert in the project at your worksite. Learn the science and engineering principles underlying your work and communicate them to others clearly.
- Properly maintain your site's tools and equipment to the standards of the Philmont Conservation Department.
- Maintain a clean and organized outdoor classroom and tool cache.
- Know and teach the appropriate safety measures to project participants, including the use of personal protective equipment and safe working practices.
- Be a helpful and productive member of your camp family. Whether stationed at a Staff Camp or a remote Spike Camp, you are expected to share equally in cooking, cleaning, and other camp chores.
- Complete other duties as assigned by direct supervisor or ranch management as required

### Desired Qualifications & Experience

- Possess a solid foundation of conservation work and leadership experience
- 1-3 seasons of work in the Philmont Conservation Department or with a similar organization
- Participating in one of the Philmont Conservation Department's individual treks (ROCS, OATC, TCT, STEM) is suggested
- Should feel comfortable leading small groups of staff members (2-5) and large groups of volunteers (up to 60).
- Ability to function well in a high-paced and at times stressful environment
- Must be able to secure and maintain a Philmont driving permit

### Physical Requirements & Work Environment

- Be able to hike to remote worksites carrying loads up to 60 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: Camper Conservation Site Foremen complete a five-day specialized training in the policies and practices of the Philmont Conservation Department, including crew leadership and project prioritization and management. They also complete eight days of Conservation Department Training, followed by two days of Camper Conservation Program Training. Opportunities may arise throughout the summer for on-the-job training in chainsaw operation, rigging, retaining wall construction, or other advanced skills. Send inquiries to [philstaff@scouting.org](mailto:philstaff@scouting.org)

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:** 7/9/2022