

## POSITION DESCRIPTION

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<b>Position:</b>	Medical Recheck Staff
<b>Department:</b>	Infirmary
<b>Salary Level:</b>	I (General Staff)
<b>Default Housing:</b>	<i>Tent-CHQ (Final housing assignments may differ based on availability)</i>
<b>Reports To:</b>	Medical Recheck Coordinator
<b>Desired Availability:</b>	May 20 – August 16

### 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

The Medical Recheck Staff member is responsible to the Medical Recheck Coordinator who reports to the Chief of medical services. This person performs medical rechecks of participants prior to beginning a trek, following the guidelines set forth in the Boy Scout Annual Health and Medical Record. Medical recheck staff will also assist with Infirmary Tent City operations, providing adult leadership and supervision of patients waiting for to recover and rejoin crews on the trail.

### Primary Duties & Responsibilities

- Provide medical screenings of Philmont participants to ensure that they meet the requirements set forth in the Boy Scouts annual Health and Medical record.
- Assist with operation of Infirmary tent city to include meaningful activities for ambulatory infirmity patients and supervision of tent city patient.
- Help keep the Infirmary, Recheck building, Infirmary tent city and staff tents clean and neat.
- Assist in the preparation and stocking of the first aid kits at the start of the season and maintenance throughout the summer season.
- Achieve an understanding and attitude among the Infirmity staff as to the responsibility Philmont has to the individuals who cannot complete some segment (large or small) of their planned experiences.
- Perform daily cleaning duties and equipment checks of required treatment
- Assist the Philmont Training Center medical staff in performing medical screenings of participants when additional help is needed.

- Keep the Infirmary work area and personal quarters clean and neat.
- Assist with other staff responsibilities as directed by Infirmary Management to ensure that the mission of the Philmont Scout Ranch is carried out.
- Make suggestions to Infirmary Management of ways to improve the operation.
- Complete other duties as assigned by direct supervisor or ranch management as required

### Desired Qualifications & Experience

- Must be 18 years of age by the time of employment.
- Ability to prioritize tasks and ask for help when needed.
- Ability to function well in a high-pace and at times stressful environment.

### Physical Requirements & Work Environment

- Must meet the BSA height/weight requirements
- Be able to lift and handle materials up to 70 pounds throughout the scheduled workday
- Up to 90% of the workday could be spent standing, walking, bending, stooping, kneeling, or crouching
- Be able to work in strenuous environments including workdays that could exceed 18 hours

### Additional Information

Training opportunities: Medical Recheck staff will complete a 7 day training program covering the specific policies and procedures of the Philmont Infirmary, and medical requirements for Philmont participation. Medical Recheck staff services staff will also have the opportunity to receive training in CPR, Wilderness first aid, and skills needed for medical screening such as taking patient vital signs and Identifying chronic conditions. Additional training opportunities may become available throughout the summer such as ride-alongs with local EMS, medical lectures and continuing medical education credits may be obtained.

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:** 10/5/2022