

## POSITION DESCRIPTION

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Position:	Wrangler
Department:	Ranch
Salary Level:	I (General Staff)
Default Housing:	<i>Roofed-Cattle HQ (Final housing assignments may differ based on availability)</i>
Reports To:	Horseman
Desired Availability:	May 11 – August 12

### 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 Scouting 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 Scouting America Annual Health and Medical Record (Parts A, B, &C) 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 Wrangler is responsible to the Horseman for the success of the horse program, and for caring of the horse string, equipment, facilities and the horseback ride of your assigned camp or cavalcade.

### Primary Duties & Responsibilities

- Be able to mount, saddle, and ride horseback unassisted.
- Be able to meet the requirements for riding horses as indicated in the Guidebook to Adventure under Horse Rides.
- Work closely with the Horseman and/or Camp Director to become familiar with the horseback ride program procedures and policies and camp operations.
- Help prepare equipment and horses for the summer program.
- Be prepared to begin operating the horseback ride program by the date the first campers arrive.
- Learn all facets of the horse ride program.
- Be familiar with and follow the procedures and policies in the Horse Department Manual
- Be part of the Camp team to which you are assigned by willingly and cheerfully assist with the entire camp workload.
- Be part of the Philmont team by cooperating with other staff and directors to offer an outstanding experience to everyone who comes to Philmont, and by willingly and cheerfully perform tasks beyond the immediate scope of the horseback ride program when requested by the Camp Director or Horseman.

- Cooperate and work with the Horseman and fellow Wranglers and others assigned to the horse program to provide a smooth working system for the program.
- Maintain a clean, neat and efficient working area and living quarters.
- Cooperate fully with the Horseman for the successful operation of the horse string assigned to your camp or cavalcade and follow instructions implicitly in all things pertaining to horses, burros, equipment and facilities.
- Provide excellent customer service at all times.
- Make certain that all livestock assigned to you are properly cared for and that before any animal is used, it is in good condition and fit to be on the trail. See that proper care is taken of saddles, equipment and facilities assigned to you and that necessary repairs are made immediately.
- Make certain that all periods of instruction and all rides are conducted and organized and on time; that proper step for safety of riders and mounts are followed carefully.
- Keep the Horseman and Camp Director informed of your whereabouts at all times, leaving camp only with permission and returning at agreed times.
- Philmont will furnish chaps, saddle and shoeing tools to each Wrangler. There will be charged out to each individual and must be returned or paid for at the close of the season.
- Complete other duties as assigned by direct supervisor or ranch management as required

### Desired Qualifications & Experience

- Must be 18 years of age by time of employment
- Be able to secure, and maintain a Philmont driving permit
- Ability to prioritize tasks and ask for help when needed
- Ability to function well with minimal supervision
- Be able to shoe horses or willing to learn. See that all horses are kept properly shod.

### Physical Requirements & Work Environment

- Must meet Scouting America 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, riding, bending, stooping, kneeling, or crouching
- Be capable and willing to work in all types of weather conditions at various locations

### Additional Information

Send inquiries to [philstaff@scouting.org](mailto:philstaff@scouting.org)

It should be noted by applicants that Philmont Scout Ranch and the surrounding 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 Scouting 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:** 11/18/2024