

**INFIRMARY MEDICAL RECHECK STAFF
POSITION DESCRIPTION**

Department: Infirmary

Reports to: Medical Recheck Coordinator

Typical Dates of Employment: May 25 (slightly flexible) – August 15

POSITION CONCEPT

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.

PHILMONT REQUIREMENTS

- Provide and maintain a cheerful, helpful, and efficient service to all Philmont guests. Insure that all participants have an enjoyable experience. When possible, solve their needs and concerns, when not possible, steer them to someone who can.
- Carry out the prescribed policies and procedures of the Philmont Scout Ranch as outlined in the Staff Guidebook and during staff training.
- Present oneself to every participant and guest clean, sharp appearing and correctly uniformed as described in the Staff Guidebook.
- Become familiar with all materials supplied prior to the camping season.
- Become familiar with all pertinent Philmont policies and procedures.
- Must be 18 years of age by time of employment.

SPECIFIC JOB REQUIREMENTS

- Provide an Annual Health and Medical Record upon arrival at Philmont.
- Be able to work in strenuous environments, including workdays often in excess of 8 hours and performing repetitive task during the work day, while maintaining a high degree of accuracy and efficiency.
- Pass a pre-employment background check
- Become familiar with all Boy Scout, Philmont, and Infirmary policies pertaining to medical clearance of Philmont participants.
- Achieve an understanding and attitude among the Infirmary staff as to the responsibility Philmont has to the individuals who cannot complete some segment (large or small) of their planned experience.
- Help keep the Infirmary, Recheck building, Infirmary tent city and staff tents clean and neat.
- Assist with other staff responsibilities as directed by the Medical Services Director to insure that the mission of the Philmont Scout Ranch is carried out.

DESIRED EXPERIENCE

While no previous medical experience is required for employment on the medical recheck staff interest in the medical field and the desire to learn will benefit the applicant. Pre-med, and pre-nursing students will find the

knowledge gained in this position to be valuable in their future careers. Previous experience on Philmont staff or on a Philmont trek is strongly preferred.

PRINCIPLE 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 infirmary 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 Infirmary 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 insure that the mission of the Philmont Scout Ranch is carried out.
- Make suggestions to Infirmary Management of ways to improve the operation.

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.

ADDITIONAL INFORMATION

Philmont Scout Ranch: <https://youtu.be/xhtlSZLkDMg>

Seasonal Employment Opportunities: <https://youtu.be/vnvPqUy50Bq>

Philmont Infirmary: <https://youtu.be/iF7ZILrHvk>

For questions about this position and other Infirmary jobs, contact:

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