

## POSITION DESCRIPTION

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<b>Position:</b>	Backcountry Manager
<b>Department:</b>	Backcountry Program
<b>Salary Level:</b>	V (Administrator/Professional)
<b>Default Housing:</b>	<i>Roofed-CHQ (Final housing assignments may differ based on availability)</i>
<b>Reports To:</b>	Senior Associate Director of Camping – Backcountry Operations
<b>Desired Availability:</b>	May 12 – 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 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 Backcountry Managers ensure safe, efficient, and high-quality backcountry program is provided at all backcountry camps while maintaining efficient backcountry operations and providing training, coaching, and leadership to the camp directors they are assigned.

### Primary Duties & Responsibilities

- Give leadership to the assigned Camp Directors to ensure their excellent performance in camp operations and provides coaching on Scouting Ideals, Aims and Methods
- Assist in the training of Camp Directors and other backcountry staff
- Ensure that all programs described in the Philmont Guidebook to Adventure and Itinerary Guidebook are offered and that all health, safety, and program standards are being met
- Effectively coach Camp Directors in the positive aspects of people management and staff morale
- Coach and mentor Camp Directors on effective methods of asset management, including human resources, program materials, facility assets, and commissary supplies
- Review the camp Health Logs, First Aid Kits and PHILSAR Plans with Camp Director
- Regularly visit report camps to assist Camp Directors in evaluating their programs and ensure implementation of high-quality backcountry programs and program delivery
- Screen and channel backcountry maintenance needs through Associate Director of Camping – Backcountry Operations and submit appropriate work orders

- Ensure camps are completing all appropriate program and safety logs and that all forms and paperwork are timely in their return to the Backcountry Warehouse or other appropriate locations
- Screen all camp material requests to the Backcountry Warehouse.
- Serve as a liaison between the backcountry and other Philmont departments.
- Transport people, equipment and supplies to and from the backcountry.
- Assist with PHILSAR orientation and missions, when called upon.
- Complete other duties as assigned by direct supervisor or ranch management as required

### Desired Qualifications & Experience

- Must be 21 years of age by time of employment
- Must be able to secure a Philmont driving permit
- Previous Philmont leadership experience preferred
- Previous Philmont backcountry experience preferred
- Ability to function well in a high-paced and at times stressful environment

### Physical Requirements & Work Environment

- Must meet Scouting America height/weight requirements for backcountry hiking
- Be able to lift and handle materials up to 70 pounds throughout the scheduled workday
- Up to 90% of the workday could be spent driving, walking, 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 [philmont.staff@scouting.org](mailto:philmont.staff@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 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:** 11/20/2024