

## POSITION DESCRIPTION

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<b>Position:</b>	Archery/Indigenous Ethnology Program Counselor
<b>Department:</b>	Backcountry Program
<b>Salary Level:</b>	I (General Staff)
<b>Default Housing:</b>	<i>Backcountry (Final housing assignments may differ based on availability)</i>
<b>Reports To:</b>	Backcountry Camp Director
<b>Desired Availability:</b>	May 27 – 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 Apache Springs Program Counselor is responsible for cheerfully and willingly serving as a member the camp staff, whose objective is to serve the campers and advisors who come to Philmont. Primary responsibility is to help make the program at Apache Springs meet the expectations of those who participate and help fulfill the Archery and Jicarilla Apache Ethnology program and the entire workload of the camp.

### Primary Duties & Responsibilities

- At the direction and supervision of the Camp Director, participate in the specialized program training during staff training week.
- Become thoroughly familiar with all information relative to the program specialty, so you can answer questions and deliver a stimulating and informative program of consistently high quality.
- Under the direction of the Camp Director, continue on-the-job training throughout the season, sharing your expertise with fellow staff members and learning theirs through cross training.
- Responsible for seeing that proper archery range safety procedures are stressed to each camper before any shooting activity takes place and that these procedures are followed implicitly for the safe enjoyment of everyone.
- Present programs on time with all materials on hand, ready to go.
- Present a program that imparts useful knowledge that supports aims and objectives of Scouting America and is fun, challenging, stimulating and safe.
- Maintain a clean and efficient program area.

- Check material frequently and keep the Camp Director informed of any supplies needed.
- Ensure proper use, security, and care of program equipment.
- Assist with camp chores – cooking, cleaning shared staff spaces, cleaning showers and latrines, checking in crews, checking trails and trail camps.
- Assist with other staff responsibilities as directed by the Camp Director to ensure that the mission of the Philmont Scout Ranch is carried out
- 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 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, bending, stooping, kneeling, or crouching
- Be capable and willing to work in all types of weather conditions at various locations
- Must be willing and capable of hiking into and out of camp for days off. May have to hike anywhere from 2 to 12 miles to get back to Base Camp or a Trailhead

### Additional Information

Please refer to the page below for Program Operations. 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:** 11/21/2024

## PROGRAM OPERATIONS

- As a program counselor at **Apache Springs** camp, you will present an historical and ethological overview of Jicarilla Apache culture from roughly 1705 to 1880. Your program will feature several varied presentations that will serve to illuminate the life and culture of the Jicarilla.

- o You will present a brief history of the Jicarilla in the Philmont country, describe their hunting and farming methods, demonstrate corn grinding and arrowhead making, and make a tour through a simulated Jicarilla tepee village. It is important to involve your campers in these activities as much as possible so that they might better understand and appreciate the life of the Native Americans.

- Primary program features include:

- o Tipi Tour – Describe the use and functionality of the tipi and their importance to the nomadic nature of some tribes. Discuss daily life of the tribe, use of the various artifacts on display, including furs, hunting implements, and daily use items.

- o Sweat Lodge – Crews love the opportunity to participate in the sweat lodge program at Apache. Describe the history and importance of the sweat lodge, as well as proper safety and operation procedures to each crew.

- o Flint Knapping – Provide crews the opportunity to make their own arrowhead. Discuss proper safety procedures and demonstrate the proper techniques on how to make an arrowhead.

- o 3D Archery – Conduct a safe and informative 3D archery program.

- ♣ Archery activities at Apache Springs are dictated by camp specific SOPs. Become familiar with all SOPs prior to any participant activity.

- ♣ Present Range Safety Briefings prior to all shooting sports activities.

- ♣ Ensure ranges and archery equipment is safe to utilize prior to all shooting sports activities.

- ♣ Demonstrate proper usage, and operation of all equipment and proper shooting positions to ensure a safe and memorable experience.

- ♣ Ensure all shooting logbooks, participant logbooks, and firearm logs are completed daily.

- ♣ Daily cleaning and inspection of all archery equipment is required.

- ♣ Sporting Arrows – This is a fairly new program for Scouting America and Philmont! This program uses a specialized thrower that launches a foam target into the air, then a group of archers then try to shoot this target out of the sky. Separate SOPs are established for this program and crews are given an opportunity to participate as an afternoon or evening program. (Especially important for layover crews to participate.)

♣ Please note: Personal archery equipment is not allowed at backcountry camps.

## **BIBLIOGRAPHY**

It is important that as a program counselor in Jicarilla Apache Native American culture you become familiar with the ethnographic literature pertaining to the tribe.

The Jicarilla (Hic-a-ree-ya) Apache tribe was the major Native American group inhabiting the Philmont country when Spaniards first visited the area at the turn of the 18th century. These Native Americans developed a diversified economy, exploiting natural food plants, raising corn, and also hunting deer, elk, bear and buffalo in the mountains and plains of Northeastern New Mexico.

The following bibliography offers resources that will assist in learning more regarding the history and culture of the Jicarilla.

- Gunnerson, Dolores, *The Jicarilla Apaches*, (Urbana: University of Illinois Press, 1974)
- Laubin, Reginald, and Gladys Laubin, *The Indian Tepee*, (Norman: University of Oklahoma Press)
- Mails, Thomas E., *The People Called Apache*, (Englewood Cliffs: Prentice-Hall, Inc., 1974)
- Murphy, Lawrence R., *Philmont*, (Albuquerque: University of New Mexico Press, 1972)
- Opler, Morris, *Childhood and Youth in Jicarilla Apache Society*, (Los Angeles: Southwest Museum, 1946)
- Opler, Morris, *Myths and Tales of the Jicarilla Apache Indian*, (New Your, Kraus Reprint Company, 1969)
- Wilson, Clyde, *Jicarilla Apache Political and Economical Structures*, (Berkeley: University of California Press, 1964)