

## POSITION DESCRIPTION

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<b>Position:</b>	Visiting Archaeologist
<b>Department:</b>	Backcountry Program
<b>Salary Level:</b>	Volunteer
<b>Default Housing:</b>	<i>Backcountry (Final housing assignments may differ based on availability)</i>
<b>Reports To:</b>	Visiting Archaeologist Coordinators & Backcountry Camp Director
<b>Desired Availability:</b>	June 1 – 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

Visiting Archaeologists are professional archaeologists or those with substantial experience in archaeological methods, including excavation, and public communication of past human lifeways. Visiting Archaeologists will support the Indian Writings program by providing guidance and mentoring to the seasonal "Backcountry Archaeology Specialist" on best practices for excavation and lab methods. You will assist the Indian Writings Camp Director and Backcountry Archaeology Specialist with the delivery of the archaeological program to participants for one to two weeks. Your work will focus on the excavation area, lab, artifact curation, record keeping, and archaeological interpretation. Interacting with the Visiting Archaeologists is an important learning experience for Philmont participants. The objective is to inspire Scouts and the backcountry staff with an understanding of archaeological methods, ethics, and the value of the past for the present.

### Primary Duties & Responsibilities

- Become thoroughly familiar with the Indian Writings program, history of archaeological work at the camp, and the human history of the Philmont area
- Under the direction of the Camp Director, continue on-the-job training for the camp's Backcountry Archaeology Specialist, ensuring accuracy of information provided to participants and demonstrating professional, responsible stewardship of archaeological resources
- Under the direction of the Camp Director and Archaeology Specialist, assist with delivering an engaging and informative archaeology program to participants, primarily focused on the work and program related to archaeological investigations (e.g., excavation, rock art recording), the archaeology lab (e.g., artifact curation,

record keeping), and archaeological interpretation of the human history of the area, at scheduled program times

- Follow all procedures for excavation, recording, and artifact curation established by the Visiting Archaeologist Coordinators and Philmont management
- In collaboration with the Archaeologist Specialist, maintain a clean, organized, and safe archaeological program and work environment and the proper use, security, and care of program equipment
- Ensure materials and supplies are stocked and in working order; report any needs to the Camp Director and/or the Visiting Archaeologist Coordinators
- Compile and share notes during your experience with the Camp Director, Archaeology Specialist, and Visiting Archaeologist Coordinators to further enhance the future of the program
- Assist with any additional staff responsibilities at Indian Writings as directed by the Camp Director and as able
- Complete other duties as assigned by direct supervisor or ranch management as required

### Desired Qualifications & Experience

- Training and/or experience in archaeological methods including excavation required
- Excellent communication and presentation skills required
- Previous Philmont staff or participant experience preferred
- Teaching experience preferred

### Physical Requirements & Work Environment

- Must meet Scouting America height/weight requirements.
- Be able to lift and handle materials potentially up to 50 pounds
- Frequent movement over rugged terrain to access all areas of camp location including hiking and climbing stairs. The excavation area is an eighth of a mile from camp and will require hiking to/from the area daily.
- Exposed to various outdoor weather conditions
- Based in remote locations with little to no cell service, internet, or other amenities

### Additional Information

*Provide any additional information & generic contact information (no names or individual phone numbers/emails).*

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:** 4/2/2025