

**BACKCOUNTRY MANAGER  
POSITION DESCRIPTION****POSITION CONCEPT**

The Backcountry Manager ensures efficient backcountry operations, excellent program delivery, and safety of assigned backcountry camps and gives leadership to the respective Camp Directors. This position reports to an Associate Director of Program.

**PHILMONT REQUIREMENTS**

- Submit a completed Philmont Health and Medical Form, meet the Height/Weight Requirements for backcountry participation, and be able to lift and handle materials up to 70 pounds.
- 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 procedure 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 21 years of age by time of employment.

**PRINCIPAL 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 Guidebook to Adventure are offered and that all health, safety and program standards are being met throughout the backcountry.
- 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 to an Associate Director of Program.
- Ensure camps are completing all appropriate program and safety logs and that all forms and paperwork are timely in their return to the BCW or appropriate location.
- Screen all channel camp material requests to the Backcountry Warehouse.
- Serve as a liaison between the backcountry and other Philmont departments.
- Must be able to secure a Philmont driving permit.

- Transport people, equipment and supplies to and from the backcountry.
- Assist with PHILSAR orientation and missions, when called upon.
- Assume any other responsibilities assigned by an Associate Director of Program.