

**CHAPLAIN
POSITION DESCRIPTION**

POSITION CONCEPT

The Chaplaincy at Philmont works as an unified body to establish and maintain a proper religious and spiritual environment (climate) among all members of the Philmont community and 'counsels' participants and staff as needed. The objective of the Chaplaincy at the Ranch is to achieve excellence in meeting the goals and aims of the Boy Scouts of America.

All Chaplains report to the Philmont Director of Program.

PHILMONT REQUIREMENTS

- Provide cheerful, helpful, and efficient service to all Philmont guests (staff, participants, visitors, etc.). Maintain a friendly, cheerful, and helpful attitude to insure that everyone has an enjoyable experience. Wherever possible solve their needs and concerns; where not possible, guide them to someone who can.
- Carry out the prescribed policies and procedures of the Philmont Scout Ranch as outlined in the current issue of the Philmont Staff Guidebook and during all staff training(s).
- Present oneself to every participant and guest; clean, sharp appearing, and correctly uniformed as described in the Philmont Staff Guidebook.
- Develop a thorough knowledge and understanding of all Philmont operations, functions, and services by participating in various aspects of staff training with a special emphasis on an ongoing Chaplaincy Training.

SPECIFIC JOB REQUIREMENTS

- Submit a completed Philmont Health and Medical Record, meet the Height/Weight Requirements for backcountry participation, and be able to lift and handle materials up to 70 pounds.
- Must be able to secure a Philmont driving permit and agree to follow all driving regulations pertinent to the efficient operation of the Ranch.
- Must be 21 years of age by time of employment.

PRINCIPLE RESPONSIBILITIES

- In cooperation with the Director of Program, and as a member of the Chaplaincy Corps, work to develop a 'Worship Services' plan that meets the religious objectives of the faith and individual needs of guests at Philmont that are within the generally recognized parameters and capabilities of Philmont and the Boy Scouts of America.
- Fulfill a weekly assignment to one of the areas of Chaplain Responsibilities: Philmont Training Center Chaplain, Camping Headquarter Chaplain, Infirmary Chaplain, Backcountry Chaplain, Emergency Chaplain, and Relief Chaplain. The weekly assignments will be rotated among all Chaplains throughout the summer.
- Insure that the Chaplaincy Corps meets the five priorities of the Chaplaincy:
 - All who visit Philmont have a chance for a religious experience.
 - Work to support emergencies.
 - Support the needs of Infirmary Patients on and off the Ranch.
 - Support the crew position of Chaplain Aide.
 - Support the needs of the Philmont Staff.

DAILY OPERATIONS

- Conduct daily “faith specific” religious services at Camping Headquarters (within the established time-frame of 7:00 – 8:00 pm.) Conduct weekly “faith specific” religious services at Camping Headquarters (Jewish – Saturdays, Protestant, Catholic, and LDS (Mormon) – Sundays) at 9:00 am.
- As assigned, conduct an Interfaith/Nondenominational (“A Scouts’ Own”) Worship Service at the Philmont Training Center on a predetermined schedule (usually on Sundays at 4:30 pm).
- As assigned, conduct “Sunrise Services” at the Philmont Training Center each Tuesday and Thursday mornings at the PTC Chapel (~6:00 am).
- As assigned, conduct regularly scheduled backcountry religious services at locations agreed upon by the Director of Program and the Chaplaincy.
- Through daily contacts with Logistics, the Backcountry Managers, and the Infirmary, assist to help meet the transportation and distribution needs of participants, advisors, and staff. The ride priority system must be followed at all times.
- Maintain a daily knowledge of those people (Camping and Training Center participants and staff) who have health or personal problems and give support or counsel as needed. Be particularly alert to those participants and staff who are hospitalized (off-Ranch).
- As necessary deliver “emergency messages” (usually available from Logistics Radio Room) to the backcountry in accordance with the Philmont driving policies.
- Respond to special religious needs and requests, including memorial services and specific religious conferences, as needed.
- Assist in Conflict Resolution Training for all staff. Support the Ranch wide program of “Roses, Thorns, and Buds”, a method of resolving conflicts by daily communication within the community of the participant or staff member.
- Participate in a variety of meetings and trainings as scheduled by the Director of Program.
- Maintain all records including worship service attendance, mileage reports, and offering accounting records.
- Submit a final report on the operating season to the Director of Program.
- Assist with other staff responsibilities as directed by the Director of Program to insure that the mission of the Philmont Scout Ranch is carried out in a professional and timely manner.

R/01/2017