

**INFIRMARY TENT CITY STAFF
POSITION DESCRIPTION**

Department: Infirmary

Reports to: Infirmary Tent City Coordinator

Typical Dates of Employment: May 25 (slightly flexible) – August 15 (flexible)

POSITION CONCEPT

The Infirmary Tent City Staff member is responsible to the Infirmary Tent City Coordinator who reports to the Chief of medical services. This position provides supervision, care, and activities for Infirmary patients who are unable to participate in their program for a period of time. Infirmary Tent City staff will also assist with Medical Recheck operations, following the guidelines set forth in the Boy Scout Annual Health and Medical Record.

PHILMONT REQUIREMENTS

- Be over 18 years of age at the time of Employment.
- Provide an Annual Health and Medical Record upon arrival at Philmont. .
- Exemplify the rules, regulations, policies and procedures which are described in the Philmont Staff Guidebook and presented during staff training.
- Maintain a clean and approachable look, adhering to the standards for personal appearance described in the Philmont Staff Guidebook.
- Pass a pre-employment background check
- Provide 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.
- Present oneself to every participant and guest as clean, sharp appearing and correctly uniformed as described in the Staff Guidebook.
- Become familiar with all Boy Scout, Philmont, and Infirmary policies pertaining to medical clearance of Philmont participants.
- Achieve an understanding and attitude among the Infirmary staff as to the responsibility Philmont has to the individuals who cannot complete some segment (large or small) of their planned experience.
- Help keep the Infirmary, Recheck building, Infirmary tent city and staff tents clean and neat.
- Assist with other staff responsibilities as directed by the Director of Program or the Infirmary Tent City Coordinator to insure that the mission of the Philmont Scout Ranch is carried out.

DESIRED EXPERIENCE

While no previous medical experience is required for employment on the Infirmary Tent City staff interest in the medical field and the desire to learn will benefit the applicant. Previous experience on Philmont staff or on a Philmont trek is strongly preferred.

PRINCIPLE RESPONSIBILITIES

- Provide supervision to Infirmary tent city patients including assistance in following a treatment plan set by Infirmary medical staff.
- Provide medical screenings of Philmont participants to ensure that they meet the requirements set forth in the Boy Scouts annual Health and Medical record.
- Provide meaningful activities for ambulatory infirmary patients including hikes and visits to Philmont museums.
- Help keep the Infirmary, Recheck building, Infirmary tent city and staff tents clean and neat.
- Achieve an understanding and attitude among the Infirmary staff as to the responsibility Philmont has to the individuals who cannot complete some segment (large or small) of their planned experiences.
- Perform daily cleaning duties of Infirmary tent city buildings and grounds.
- Keep the Infirmary work area and personal quarters clean and neat.
- Assist with other staff responsibilities as directed by Infirmary Management to insure that the mission of the Philmont Scout Ranch is carried out.
- Make suggestions to Infirmary Management of ways to improve the operation.

TRAINING OPPORTUNITIES

Infirmary Tent City staff will complete a 7 day training program covering the specific policies and procedures of the Philmont Infirmary, and medical requirements for Philmont participation. Infirmary Tent City staff services staff will also have the opportunity to receive training in CPR, and Wilderness first aid. Additional training opportunities may become available throughout the summer such as ride alongs with local EMS, medical lectures and continuing medical education credits may be obtained.

ADDITIONAL INFORMATION

Philmont Scout Ranch: <https://youtu.be/xhtlSZLkDMq>

Seasonal Employment Opportunities: <https://youtu.be/vnvPqUy50Bq>

Philmont Infirmary: <https://youtu.be/iF7ZILrHvk>

For questions about this position and other Infirmary jobs, contact:

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