

Lincoln Heritage Council, Boy Scouts of America

Job Description: Tunnel Mill Scout Reservation Camp Ranger

Reporting to: Properties and Business Manager

The Lincoln Heritage Council of the Boy Scouts of America serves families in 64 counties throughout western and central Kentucky as well as Southern Indiana and a few counties in Illinois providing the Scouting programs. A major aspect of Scouting is the outdoor program where Scouts get to learn new skills, experience great adventures and gain an appreciation for the environment.

The Council maintains 4 camp properties to help facilitate outdoor programs and provide a safe, designated destination for Scout units to visit. Each camp has a Ranger who is responsible for managing and maintaining the property.

Tunnel Mill Scout reservation is located near Charlestown IN. This unique Property is located along Seven-Mile Creek and contains about 350 Acres (on both sides of Tunnel Mill Rd). There is a 200_ year old home and graveyard on the state registry of historical places with a part time tenant that requires special attention. The bulk of the camp consists of campsites, wooded areas, dining hall, pool and various smaller outbuildings and shelters of various sorts. Several buildings were built in 1940's updated in the 1970's while others are less than 10 years old. The camp is used by Scout troops and Cub packs with varying skills most weekend and is home to Cub resident camp and advanced leadership training courses as well as Council and District large group events several times a year.

Responsibilities:

- Manage all camp facilities and equipment including maintenance, upkeep and janitorial services as needed.
- Maintain up to date maintenance log of buildings and equipment, tools.
- Serve as the "face" of the camp by greeting visitors and providing quality customer service to enhance their visit, while ensuring proper safe usage of the property.
- Provide security for the camp and participants as needed.
- Prepare camp for summer camping season and winterize for the off season.
- Work with volunteers (Campmasters) and Council staff to utilize resources and manage groups using the camp.
- Develop & leverage relationships with volunteers and community businesses to extend maintenance dollars.
- Become a registered member of the Boy Scouts of America.
- Attend and complete National Camp School, Ranger Section.
- Live on the property in Council provided housing.
- Support Council events and projects as needed.

Characteristics and Skills required:

- Excellent communications and leadership skills.
- Well organized.
- Able to work alone or with a team.
- Self motivated and able to work with little or no supervision.
- Skilled in maintenance including plumbing, electrical, carpentry, pool maintenance, mechanical etc.
- Friendly, outgoing personality.
- Familiar with MS office suite (Outlook, Excel, Word).