**Title:** AssistantCamp Ranger – Harry S. Frazier Jr, Scout Reservation

**Position Status:**Full time, Exempt, Salaried position

**POSITION CONCEPT:**

The assistant ranger is a key member of Scouting’s camping team providing onsite management and maintenance of camp facilities and properties. This position assists the lead camp ranger to supervise and organize those employees and/or volunteers responsible for seasonal and year-round maintenance, health and safety, and security duties.

**ESSENTIAL FUNCTIONS:**

**Protection and control of property and people.**

* Assist with the supervision of all use of the property. Patrol the property as necessary for trespass, vandalism and fire.
* Ensure a safe and healthy camp environment and know emergency procedures, adhering to

the Guide to Safe Scouting and the National Camp Accreditation Standards.

**Operation of physical facilities and property**

* Operate and keep all physical property and equipment, including tractors and mowers, in

safe operating condition.

* Ensure all facilities are properly cleaned and prepared to campers upon arrival, addressing

any immediate needs as they arise.

**Maintenance of physical facilities and property**

* Make regular inspections to determine essential repairs and corrective actions as required.
* Submit estimate of time and materials when necessary and perform general repairs as

authorized.

* Complete certification for swimming pool operations. Help operate pool and maintain records and testing.

**Business responsibilities**

* Submit regular reports and maintain essential business records for timesheets and gas usage.
* Maintain and manage purchase orders submitting reconciliation reports monthly.
* Supervise maintenance contractors as assigned.
* Maintain a harmonious relationship with the Camp Director, Program Director, and other

seasonal staff.

**OTHER RELATED ACTIVITIES:**

This position works with volunteers performing camping/programmatic/administrative tasks and must maintain positive relationships with them.

**MATERIALS AND EQUIPMENT USED:**

Tools/shop, vehicles, trailers, tractor, chain saw, mower deck, weed eaters, aquatics equipment shooting sports equipment, commercial kitchen equipment.

**PHYSICAL REQUIREMENTS:**

Medium to heavy work.

**WORKING CONDITIONS:**

The worker is subject to both inside and outside conditions and may be exposed to environmental conditions.

**MINIMUM QUALIFICATIONS:**

Mature adult 21 years of age or older.

High school degree or GED equivalent. Some college or technical school training preferred.

Valid driver’s license, ability to read, write and communicate with others clearly, experience with maintenance and tool usage.

Must meet all Boy Scouts of America eligibility requirements and willing/able to complete BSA

National Camp School Ranger Certification.

Previous experiences with Boy Scouts of America desired but not required.

**ADDITIONAL INFORMATION:**

* Employee benefits (e.g. vacation, health coverage, retirement) are included.
* Accept a flexible work schedule that will include weekends.
* Ability to plan personal times and schedule work without direct supervision
* Must subscribe to and live by the basic tenets embodied in the Scout Oath and Law and are

currently or willing to become a member of the Boy Scouts of America.

* Ability to work with a minimum of supervision
* Ability to relate well with people and to have a friendly and helpful attitude toward the

Scouting family and the public

* Ability to effectively enforce established Council policies and procedures
* Ability to perform a variety of basic maintenance skills, including plumbing, electrical, and carpentry, with specialized capability in at least one technical skill. Has experience in using hand tools.