

Denver Area Council – National Youth Leadership Training

Job Title:	Assistant Scoutmaster	Property:	McNeil Scout Ranch at Peaceful Valley
Camp/Department:	NYLT	Salary Level:	VOLUNTEER
Location:	22799 N. Elbert Road Elbert, CO 80106	Staff Supervisor?:	Yes
Reports to:	Scoutmaster	Certifications Req:	No
Will Certify Applicant?:	Not Required	Driving Required?	No
Job Summary			
Assist with the day-to-day activities of the assigned NYLT session and ensure the BSA syllabus is followed.			
Job Description			
<p>ROLE AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Serve as a backup to the Scoutmaster in his/her absence. • Share administration duties among other Assistant Scoutmasters. • Participate in staff training sessions. • Report and resolve issues with the Scoutmaster. Report all issues with participants or staff to the MSR Ranch Director immediately. • Assist with the inventory and distribution of supplies, materials and food. • Be familiar with the camp emergency procedures. • Help recruit quality adult and youth staff members. Ensure required paperwork is completed by all staff prior to their arrival to camp. • Help recruit youth participants. • Conduct the course as outlined in the BSA NYLT syllabus and manual. • Serve as mentor and coach to the youth leader and other NYLT youth staff. • Other duties as assigned. <p>CERTIFICATIONS & REQUIRED TRAINING</p> <ul style="list-style-type: none"> • CPR, AED, First Aid (Prior to Start of Camp, NOT provided by the Council) • Youth Protection (Online Prior to Camp) • Other Required Training as directed by Council and NYLT Management <p>REQUIRED FOR THE JOB</p> <ul style="list-style-type: none"> • Must be able to read, speak and write the English language • Must be able to work outdoors at an elevation of 7,000+ feet above sea level in varying weather conditions • Must be able to pass a background check from the TRAILS database, CBI and the FBI • Must be a member of the Boy Scouts of America • Must be 18 years of age or older <p>DIRECTLY SUPERVISES</p> <ul style="list-style-type: none"> • NYLT Youth Staff <p>ADDITIONAL NOTES: NONE</p>			