



## Greater Colorado Council – National Youth Leadership Training

<b>Job Title:</b>	Youth Quartermaster	<b>Property:</b>	McNeil Scout Ranch at Peaceful Valley
<b>Camp/Department:</b>	NYLT	<b>Salary Level:</b>	VOLUNTEER
<b>Location:</b>	22799 N. Elbert Road Elbert, CO 80106	<b>Staff Supervisor?:</b>	No
<b>Reports to:</b>	Asst. Senior Patrol Leader	<b>Certifications Req:</b>	No
<b>Will Certify Applicant?:</b>	Not Required	<b>Driving Required?:</b>	No
<b>Job Summary</b>			
Facilitate supplies and food distribution to NYLT troops, patrols, and staff.			
<b>Job Description</b>			
<p><b>ROLE AND RESPONSIBILITIES</b></p> <ul style="list-style-type: none"> <li>• Maintain an inventory of supplies and where they are being distributed.</li> <li>• Sort food and supplies to be distributed to patrols.</li> <li>• Maintain cleanliness and organization of the quartermaster area.</li> <li>• Work with the Adult Quartermaster team in the coordination of food needs.</li> <li>• Check refrigerator and freezer temperatures and record these three (3) times daily.</li> <li>• Perform minor maintenance on NYLT supplies.</li> <li>• Assist with the leadership in service projects.</li> <li>• Modeling the core learning and leadership messages of the NYLT syllabus.</li> <li>• Be familiar with camp emergency procedures.</li> <li>• Help recruit youth participants.</li> <li>• Report all issues with participants or staff to the NYLT Scoutmaster and MSR Ranch Director as necessary.</li> <li>• Complete duties assigned by the ASPL or Adult Quartermaster.</li> <li>• Assist in cleaning camp areas and buildings. This includes removing trash, cleaning restrooms and showers, and making sure the QM areas are ready for the next program.</li> <li>• Other duties as assigned.</li> </ul> <p><b>CERTIFICATIONS &amp; REQUIRED TRAINING</b></p> <ul style="list-style-type: none"> <li>• CPR, AED, and First Aid Training (Not provided by camp)</li> <li>• Youth Protection (Online Prior to Camp)</li> <li>• Other training as required by Council and NYLT Management</li> </ul> <p><b>REQUIRED FOR THE JOB</b></p> <ul style="list-style-type: none"> <li>• Must be able to read, speak, and write the English language</li> <li>• Must be able to work outdoors at an elevation of 7,000+ feet above sea level in varying weather conditions</li> <li>• Must be able to pass a background check from the TRAILS database, CBI, and FBI</li> <li>• Must complete all required State, Council, and National Trainings, and paperwork on time.</li> <li>• Must be 14 years of age or older.</li> <li>• Must be a current member of the Boy Scouts of America</li> </ul> <p><b>Directly Supervises</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul> <p><b>Additional Notes</b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>			