Philmont Scout Ranch is a national high adventure base owned and operated by the Boy Scouts of America National Council. It is comprised of 137,493 acres (214 square miles) of mountainous country in the Sangre de Cristo mountain range in northern New Mexico, near Cimarron, NM (roughly halfway between Albuquerque, NM and Colorado Springs, CO). Base camp elevation is at 6,700 feet, with program areas reaching 12,441 feet. We serve about 27,000 participants every summer in our camping and training center programs. Philmont is the largest camping operation in the world.

Each summer, Philmont Scout Ranch employs more than 1,000 seasonal staff members from mid-May through mid-August to operate and support backcountry programs, our national training center, food service, maintenance, retail operations, customer services, museums and ranching, and to assist the administrative staff. Salaries vary depending upon the position and applicant experience; room and board (housing and all meals) is included for all seasonal employees.


**Food Service Operations**

We operate four dining halls supported by two kitchens. Dining hall operations are located in "Base Camp", and backcountry meals are served through other operations.

**Kitchen Managers/Asst. Managers**
Each kitchen has a manager and assistant managers responsible to the Dining Hall Director who are responsible for the kitchen staff management, menu management, food supply inventory ensuring optimal use and customer service experience. Must be 21+ age.

**Lead Cooks and Prep Cooks**
Manage food service operations within all health and safety rules, record food supply use, handle special food requests (diet, allergies, birthday cakes, etc.); Lead Cooks also provide staff leadership.

**Swing Cooks**
Responsible for grillworks, specialty bars (including deli bar), pack out meals, and specialty events.

**Bakers**
Responsible to Dining Hall Kitchen Manager for preparation of bakery goods, fruit and salad bar. Responsible for baking rolls, breads, sweet rolls, and the preparation of desserts; when not needed for baking, help in other areas of food preparation.

**Salad Prep/Utility Staff**
Responsible for preparing food items under the direction of the Kitchen Management as well as serving and cleaning of kitchen and dining hall facilities.

---

### Salary Chart—2014

<table>
<thead>
<tr>
<th>Title</th>
<th>Salary Level</th>
<th>Salary Range (plus R&amp;B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kitchen Manager</td>
<td>Category V</td>
<td>$1600/mo and up</td>
</tr>
<tr>
<td>Kitchen Asst. Manager</td>
<td>Category IV</td>
<td>Level 2</td>
</tr>
<tr>
<td>Lead Cook</td>
<td>Category IV</td>
<td>Level 1</td>
</tr>
<tr>
<td>Prep Cook</td>
<td>Category III</td>
<td>Level 1</td>
</tr>
<tr>
<td>Swing Cook</td>
<td>Category III</td>
<td>Level 1</td>
</tr>
<tr>
<td>Baker</td>
<td>Category IV</td>
<td>Level 1</td>
</tr>
<tr>
<td>Salad Prep</td>
<td>Category II</td>
<td>Level 1</td>
</tr>
<tr>
<td>Utility Staff</td>
<td>Category I</td>
<td>Level 1</td>
</tr>
</tbody>
</table>

All positions work on a 4 day on/3 days off schedule managed by Dining Hall Director. Schedules may change based upon need. All positions include room and board (housing and 3 meals per day) in addition to the salary.

Other benefits include clothing/uniform allowance, staff discounts at company retail stores, staff activities, internet access, workout facility, complimentary equipment rental, backcountry access, and more.

---

### General Employment Information

- Applicants are considered without regard to race, color, religion, sex, national origin, age (if over 18, or 21 for management positions), marital status, veteran status, or the presence of a disability that is unrelated to your ability to perform the job requested.
- Length of employment varies with job assignment. The majority of summer contracts run from May 15 to August 24. Hiring for the upcoming season is from December to April.
- Applicants must be registered members of the Boy Scouts of America or agree to become registered before employment begins. The principles of the Scout Oath and Law must be practiced as a way of life.
- As a facility of the BSA, the staff is expected to set an example of excellence in Scouting, which includes the proper wearing of the uniform, and adhere to Philmont’s standards of personal appearance. Extreme hairstyles, unkempt facial hair, or inappropriate jewelry (in the opinion of the Ranch management) are not allowed.
- Salary is based on position responsibility with consideration given to the individual’s experience.
- A brief résumé of your experience for your choices is recommended.
- At least one letter of recommendation, or a completed Philmont Reference form from a member of your local council’s professional staff, a teacher, religious leader or employer is required. This information should be sealed in an envelope and mailed at about the same time as your application.
- Every applicant who is offered a job will be required to complete the Employment Eligibility Verification (I-9) form and a criminal background check.
- **To apply**, download an application and follow the included instructions at: [www.PhilmontScoutRanch.org/jobs](http://www.PhilmontScoutRanch.org/jobs)