

Wrangler / Assistant Ranger, Beaumont Scout Reservation

Position location: High Ridge, MO

Council website: www.stlbsa.org

Position Overview

Since 1911, the Greater St. Louis Area Council, Boy Scouts of America (BSA) has helped mold the future leaders of this country by combining educational activities, outdoor experiences, and lifelong values with fun. We believe and understand that helping youth puts us on a path towards a more conscientious, responsible, and productive society.

Today's Scouting professionals are a diverse group of men and women sharing a dynamic career offering independence and stability. This is work that makes a difference, work that calls one to continual learning and challenge, and work that offers solid compensation, benefits, and advancement opportunities.

The Wrangler / Assistant Ranger at Beaumont Scout Reservation works with the Head Ranger to provide on-site leadership to all aspects of camp operation and maintenance. This employee serves as the lead in caring for the herd of approximately 20 horses to ensure proper health, grooming, appearance, and preparedness to implement our equine programs for youth. They build and retain partnerships among business, industrial, professional, and service organizations to facilitate financial and volunteer support. Utilizing their expertise, they help the Greater St. Louis Area Council, BSA deliver impactful camping and outdoor experiences to Scouts – boys and girls ages 5 to 20 years old – and serve the needs of outside groups and individuals for which the camp's facilities and programs align.

Responsibilities

- Live on camp property. Housing (3 bedroom, 1 bathroom) and associated utilities are provided as part of the compensation package.
- Serve as the lead staff member for the council's horse programs, responsible for care of the herd and management of programs for youth including trail rides, riding lessons, and more, with the objective of generating new revenue and expanding the program to serve more youth.
- Serve as the liaison to the volunteer committee that supports the horse programs. Increase volunteer engagement by recruiting new volunteers and supporting the volunteer committee.
- Provide excellent customer service to all visitors of the property. Represent the council and be able to communicate effectively while enforcing the established policies and procedures.
- Utilize existing online reservation system to monitor use of property and facilities and verify activities are conducted under appropriately trained leadership when required. These activities include shooting sports, rock climbing, challenge courses, and horseback riding.
- Maintain harmonious relationships with local officials and governmental services, adjoining landowners, and neighboring communities. Build and maintain relationships to facilitate financial and volunteer support.
- Keep all physical property and equipment in operational condition and good appearance, being particularly alert to conditions which could affect health, safety, sanitation, and good organization of the camp.

- Develop and follow project schedules for regular inspections to determine essential repairs, routine maintenance, operational procedures, and ordering supplies. Maintain current and historical documentation of all repairs conducted at camp.
- Help develop and adhere to the camp budgets for annual operations, specific events, and capital projects. This may include securing bids and identifying new revenue sources to achieve budget objectives. Comply with established business procedures including bookkeeping of petty cash, reconciliation of camp reports, deposits, purchase orders and retaining business records.
- Assist with maintenance needs at service centers or other camps as needed, and other duties as assigned.

Education

- High school diploma or equivalent is required. Technical college education is preferred. Facilities management experience is preferred. Experience managing horse herd preferred.

Qualifications

- Ability to register as a member of the BSA
- Experience with horse herd management and equine programs
- Ability to become certified as required by the Boy Scouts of America and local, state and federal governments
- Excellent organization and time management skills, with the ability to manage multiple projects and proven ability to work with minimal supervision
- Ability to creatively problem solve and be flexible in dealing with daily management and operations
- Ability to communicate effectively with internal and external customers
- Basic fiscal management and budget development skills
- Basic knowledge of computers (Windows, Microsoft Office) and use of email and the internet
- Successful experience in property administration preferred
- Experience in identifying, training and motivating volunteers preferred

Benefits

The Greater St. Louis Area Council, BSA is an equal opportunity employer. Scouting offers benefits to include medical, prescription coverage, dental, vision, life-insurance, long-term disability, family medical leave, maternity leave, accidental death, plus compensation for authorized and approved business-related expenses. We also offer generous vacation policy, 10-12 holiday observances and annual merit raises available.

- Salary range: \$38,000 to \$40,000

How to apply: Submit a resume to hr@stlbsa.org. Please reference specific position location in the subject line. Only the most qualified candidates will be contacted.