



# Greater Colorado Council National Youth Leadership Training



<b>Job Title:</b>	NYLT Council Coordinator	<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>	Yes
<b>Reports to:</b>	Camping Director (Council) MSR Ranch Director (On Site) Council Training Committee	<b>Certifications Req:</b>	No
<b>Will Certify Applicant?:</b>	Not Required	<b>Driving Required?</b>	No

**Job Summary**

Organize the NYLT program for the Greater Colorado Council following the BSA NYLT syllabus. Organize and coordinate the required paperwork and training necessary to be on NYLT staff. Ensure that all YPT rules are followed for the NYLT Program. The Council Coordinator is responsible for selecting the Course Directors and Assistant Course Directors for NYLT.

**Job Description**

**ROLE AND RESPONSIBILITIES**

- Coordinate plans with the Council Camping Director and MSR Ranch Director.
- Coordinate and inform the MSR Ranch Director of all issues while on site. Assist with investigations and response. Report issues with participants and staff immediately.
- Be familiar with and direct the camp emergency procedures as directed by the MSR Ranch Director as needed.
- Serve as a mentor and coach to the Course Directors and Scoutmasters.
- Works with the Course Directors to identify potential upcoming Assistant Course Directors and Future Course Directors.
- Recruit quality adult and youth staff members. Ensure the required paperwork is completed by all staff prior to their arrival at camp.
- Work with the MSR Ranch Director to ensure all BSA and State of Colorado policies and procedures are followed.
- Conduct staff training that meets BSA NYLT, BSA Camp Standards, and State of Colorado requirements prior to the NYLT session.
- Be familiar with and help the head Food QM to accept deliveries of food to camp.
- Be familiar with and help the head Equipment QM to maintain the equipment of camp.
- Be well-versed in all core content sessions to act as a resource and role model to participants.
- Serve as mentor and coach to the Course Directors, and Scoutmasters.
- Work closely with Course Directors, Scoutmasters, and other adult staff to ensure their effectiveness in completing staff assignments.
- Model core learning and leadership messages of the NYLT syllabus.
- Assist in the setup and cleanup of NYLT camp. This includes all camp areas and buildings. Not limited to removing trash, cleaning restrooms, and showers, and making sure the QM areas are ready for the next program.
- Other duties as assigned.



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## **CERTIFICATIONS & REQUIRED TRAINING**

- CPR, AED, First Aid (Prior to Start of Camp, NOT provided by the Council)
- Youth Protection (Online Prior to Camp)
- Must attend a NYLT Course Directors Conference annually, before the NYLT camping season.
- Orientation from the Council Medical Director and Health Team (Required, prior to start of camp).
- Other training as required by Council Management

## **Required for the Job**

- Must be at least 21 years of age
- Must be a current member of the Boy Scouts of America
- 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 respond to emergencies on camp in varying weather conditions.
- Must be a strong supporter of the Council
- Must be able to pass a background check from the TRAILS database, CBI, and FBI
- Must complete all required State, Council, and National Trainings, and paperwork on time.
- Must have completed Wood Badge as a Participant
- Should have served as a staff member on a Wood Badge Course
- Must have attended a Course Directors Conference in the past 12 months, prior to courses

## **Directly Supervises**

- NYLT Staff

## **Additional Notes**

- None