

**MONMOUTH COUNCIL – PHILMONT 2008 ADULT APPLICATION  
(PLEASE TYPE OR PRINT)**



NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_ AGE \_\_\_\_\_ DOB: \_\_\_\_\_

TELEPHONE NUMBER: HOME \_\_\_\_\_ WORK \_\_\_\_\_

INTERNET/EMAIL ADDRESS \_\_\_\_\_

EMPLOYER \_\_\_\_\_

SCOUT UNIT \_\_\_\_\_ PRESENT SCOUTING POSITION \_\_\_\_\_

PAST POSITIONS HELD IN SCOUTING \_\_\_\_\_

WERE YOU A SCOUT? \_\_\_\_\_ HIGHEST RANK EARNED \_\_\_\_\_

SCOUTING HONORS AND AWARDS \_\_\_\_\_

NUMBER OF YEARS IN SCOUTING (YOUTH & ADULT) \_\_\_\_\_

CAMPING & OTHER AREASE OF EXPERIENCE (LIST YEARS):

COUNCIL CAMP \_\_\_\_\_ JAMBOREES \_\_\_\_\_

PHILMONT \_\_\_\_\_ HIGH ADVENTURE BASES \_\_\_\_\_

DESCRIBE YOUR BACKPACKING, HIKING, AND LOW-IMPACT CAMPING EXPERIENCE: \_\_\_\_\_

\_\_\_\_\_

COMMUNITY PARTICIPATION (SERVICE CLUBS, CIVIN ORGANIZATIONS AND RELIGIOUS LIFE) \_\_\_\_\_

\_\_\_\_\_

STATE WHAT YOU FEEL IS A FAIR EVALUATION OF YOUR PHYSICAL CONDITION? \_\_\_\_\_

\_\_\_\_\_

MEDICAL RESTRICTIONS OR ALLERGIES? \_\_\_\_\_

WHAT DO YOU EXPECT TO GAIN WITH THIS EXPERIENCE? \_\_\_\_\_

\_\_\_\_\_

IN WHAT CAPACITY(S) ARE YOU WILLING TO ASSIST? (SEE DESCRIPTIONS ATTACHED)

() CONTINGENT MANAGEMENT () CREW ADVISOR () CONTINGENT SUPPORT

ARE THERE SPECIFIC TASKS OR A POSITION YOU WOULD LIKE TO FILL? \_\_\_\_\_

\_\_\_\_\_

- **Please print or type, return completed application to Monmouth Council B. S. A.,  
C/O Philmont 2008 Contingent Leader, 705 Ginesi Drive, Morganville, NJ 07751.**

I hereby state that I am in sound health needed for two rugged weeks on the trail, I possess the leadership qualities needed to lead a group of young men and/or women, I will uphold all of the standards of the Boy Scouts of America and have read, understood and will abide by the requirements and qualifications as shown below.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**MONMOUTH COUNCIL – PHILMONT 2008**  
PLEASE TYPE OR PRINT



Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Primary E-Mail Address \_\_\_\_\_

Secondary E-Mail Address \_\_\_\_\_

Best day to meet (please indicate order of preference, 1 being the most convenient, 4 being the least)

Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_

In what capacity are you willing to assist?

- |                                |                               |                         |
|--------------------------------|-------------------------------|-------------------------|
| 1 = Contingent Leader          | 8 = Promotions                | 15 = First Aid Supplies |
| 2 = Meeting Notes              | 9 = Shirt, Hats, Patches      | 16 = Adult Shakedown    |
| 3 = Shakedown Hikes: Logistics | 10 = Copy Assistance          | 17 = Contingent Meeting |
| 4 = Shakedown Hikes: Food      | 11 = Mailings                 | 18 = Crew Development   |
| 5 = Conservation Weekend       | 12 = Tour Planning            | 19 = Web Site           |
| 6 = Fundraising                | 13 = CPR/ First Aid/ Training | 20 = Ship Stoves        |
| 7 = Kick Off                   | 14 = Financial Records        |                         |

First Choice \_\_\_\_\_ Second Choice \_\_\_\_\_ Third Choice \_\_\_\_\_ Fourth Choice \_\_\_\_\_

## REQUIREMENTS AND QUALIFICATIONS FOR AN ADULT PHILMONT POSITION

1. Be in sound health and be physically fit for two rugged weeks on the trail at an altitude that can produce physical and mental stress, and in particular have no weight or medical problems.
2. Provide a signed health and medical record form from a Doctor indicating a complete physical has been done and that there are no physical problems preventing participation in the trip. (Initial Medical Record to be provided one year prior to the trip. Final Health & Medical Record to be provided to Contingent Leader by April 1 in the year of the trip.)
3. Provide an explanation/reasons for any medication being used.
4. Have a significant level of camping and backpacking experience
5. Participate in the training required to be First Aid and CPR certified prior to departure to Philmont (Required)
6. Have a great spirit and the desire to provide a great time to the scouts
7. Possess the Leadership qualities needed to lead a group of young men.
8. Uphold all of the standards of the Boy Scouts of America.
9. Review the film "Youth Protection Guidelines" and follow the rules demonstrated in the film.
10. Be currently active in a scouting position directly related to youth activities.
11. Attend all monthly Philmont Adult Committee meetings.
12. Participate and provide assistance on Philmont Committee business. Coordinate certain aspects of planning and run specific Committee activities to make the trip successful
13. Conduct monthly crew meetings.
14. Participate in at least one adult weekend shakedown hike.
15. Participate in two contingent/crew weekend Shakedown hikes.
16. Participate in one Conservation weekend.
17. Have a full summer uniform (short pants, shirt, socks, etc.) (**NO EXCEPTIONS**), good hiking boots and all of the equipment necessary for a trip of this undertaking.
18. Be able to use at least 15/16 days of your vacation/personal time for the trip to Philmont.
19. The adult fee will be determined and approved by the council Activities Committee.

Submission of an application is not to be construed as insuring that the applicant will be able to attend Philmont as a member of the Monmouth Council Contingent. The capability of the individual, the level of committee participation and the number of scouts brought into the program will be used to determine the number of adults that attend as part of the Contingent. It should be recognized that there will probably be only two adults accompanying each crew and crews typically consist of 8 to 10 Scouts.

The final selection of Adult Advisors will be made by the M. C. Council Executive, M. C. Philmont Advisor and the M. C. Activities Committee Chairperson based on the above requirements & qualifications and the recommendation of the Contingent Leader.

## CONTINGENT POSITIONS AND TASKS TO BE PERFORMED BY COMMITTEE MEMBERS

**Contingent Management** – Support the Contingent Leader in planning and carrying out all tasks that are required to lead a successful trip. Follow the planning guide paying particular attention to the tasks that must be completed each month leading up to the departure to Philmont Scout Ranch in Cimarron, New Mexico.

**Crew Advisor** – Participate as a member of the Contingent Committee and also as an Adult Advisor to a crew of Scouts formed after the Open House. The Adult Advisor will schedule and hold crew meetings on a regular basis providing leadership and training to the crew from the material provided at the Committee meetings as well as from other sources. There are generally two Adult Advisors for each crew with one of the adults functioning as the lead Adult Advisor.

**Contingent Support** – Participate as a member of the Contingent Committee and assist in the performance of various tasks required to prepare the entire Contingent for a safe and enjoyable trip to Philmont.

### **COMMITTEE TASKS**

**Meeting Note Taker** – Be the Scribe at the Committee meetings and prepare the notes for distribution at the subsequent Committee meeting.

**Shakedown Hike Logistic Support** – Make all arrangements for a Shakedown Hike including transportation, logistics, putting information together for distribution to all, submitting required applications, coordinating all activities, etc.

**Shakedown Hike Food Support** – Plan the menu for Committee review and obtain all food and separate it into crew allotments. Submit all receipts for reimbursement.

**Conservation Weekend Coordinator** – Coordinate with the Camping Committee for conservation work to be done at either or both Quail Hill or Forestburg Scout Reservations to fulfill the requirements for the 50 Miler patch. Provide all information to the Committee for distribution to all participants.

**Fundraising** – Provide information and guidance for individual crew or Contingent fund raising events.

**Open House** – Perform as the lead coordinator for the Open House to be held in September of the year prior to the Philmont trip. This entails making the arrangements for all of the displays, making arrangements for the material to be distributed and working with other members of the committee who will be assisting in other duties for the Open House.

**Promotions** – Perform as the coordinator for Philmont promotions at Forestburg, Council Campouts or other events for High Adventure activities.

**Shirt, Hat and Patch Coordinator** – Coordinate the request for designs and the selection and obtaining of the required T-shirts, hats and patches from various vendors for the contingent.

**Copy Assistance** – Provide assistance for the copying of various Contingent materials for committee meetings, training materials, other items, etc. Determine who has the available resources in order to provide assistance where required.

**Mailing Coordinator** – Coordinate the compilation and mailing of promotional material announcing such events as the Open House, Adult Participants and other activities as decided.

**Tour Planning and Reservations** – Assist in making reservations and coordinating other touring activities based on the itinerary of the trip. Reconfirming all reservations will be required several weeks prior to the trip.

**CPR and First Aid Training** – Make arrangements for CPR and First Aid training for the Committee members. Obtain instructors, a training location and the necessary material for the training sessions. Separate sessions have to be held for each of the training sessions.

**Financial Records** – Coordinate with each crew and Monmouth Council for the timely monthly payments that must be made for the trip. Investigate discrepancies and follow-up to insure payments are kept up-to-date.

**First Aid Supplies** – Review crew first aid requirements, determine quantities of first aid supplies needed and make contact with organizations to obtain contributions of supplies to be distributed to each crew.

**Adult Shakedown Hike** – Coordinate the location and logistics for one Adult Shakedown hike to be held in late spring or early summer of the year prior to Philmont.