ALMBS CAREERS PACKET

THE AMERICAN LEGION MOUNTAINEER BOYS STATE

June 8 – June 14
2025

Each Citizen participates in this serious, but fascinating, leadership academy. You will have a full-time job and be paid a salary (in ALMBS currency) based upon the job(s) you perform. There is no public assistance at the ALMBS.

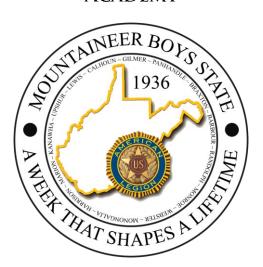
You will have one of the "Full Time" jobs by Wednesday morning, so it is recommended you pursue a job that interests you.

Applications for positions identified as hired positions are available at https://packet.wvboysstate.org. Your cottage counselor will also have applications available on Sunday morning. Bring your completed application to your job interview on Sunday afternoon.

ALMBS jobs fall within the following career paths:

- Political
- Legal
- Banking
- Journalism
- Office of Emergency Services
- Corrections
- Law Enforcement
- Forensic Laboratory
- Homeland Security / National Guard
- Business Management & Marketing

WEST VIRGINIA'S
PREMIER LEADERSHIP
ACADEMY



86TH ANNUAL

A PROGRAM OF
THE AMERICAN LEGION
DEPARTMENT OF WEST VIRGINIA



KEY:

THE AMERICAN LEGION MOUNTAINEER BOYS STATE WEST VIRGINIA'S PREMIERE LEADERSHIP ACADEMY

ALMBS CAREERS PACKET

ALMBS CAREERS PACKET

OFFICE OF EMERGENCY SERVICES SALARY County Clerk Deputies ■ (10). 12,500 Office of Emergency Services Director ■ (10). 47,500 Assessor Deputies ■ (10). 12,500 CORRECTIONS SALARY Magistrate Clerks ■ (10). 12,500 Corrections Officer ■ (13). 42,900 Assistant Prosecuting Attorneys ■ (10). 12,500 LAW ENFORCEMENT SALARY Court Reporters ■ (10). 25,000 State Police ■ (20). 60,000 Athletic Directors ■ (10). 2,500 DNR Police ■ (14). 55,000 Band Member ■ . 100/performance FORENSIC LABORATORY SALARY Chorus Member ■ . 100/performance	POLITICAL (Elected)	SALARY	HOMELAND SECURITY/NATIONAL GUARD	SALARY
Secretary of State	STATE LEVEL		Colonel H	60,000
Secretary of State	Governor	150,000	Lieutenant H	50,000
Auditor	Secretary of State	95,000		
Auditor	Attorney General B.	95,000	Private First Class (approximately 9)	28,000
Teasurer				
Dunness Maragement Executer Offices 5,000			BUSINESS MANAGEMENT & MARKETING	
Supreme Coat lastice	Commissioner of Agriculture	95.000	Business Management Executive Officer	50.000
Recapitar Party Chairman 8,000 Nationalist Clerks (10) 5,000 Nationalis			Business Management Sales Coordinator	40.000
Nationalist Party Chairman				
District District	Nationalist Party Chairman	80.000		
Survey S			Business Marketing Design Officer	40,000
Magistrates (10)	Circuit Judges B (10)	138.600	Business Management Logistics Coordinator	40,000
Prosecuting Attorneys 10	Magistrates (10)	63.250		
Sheriffs (10)				
Circuit Clerks (10)				
County Clerks (10)				
Assessors (10)				
County Commissioners (30)				
State Senators (20)				
State Senators (20)				
House of Delegates (1 for every 7)				
State Police Superintendent				
Mayors (10)				
Division of Corrections Commissioner 70,000		47 500		
Lead Defense Attorney				
Defense Attorney □ 150/hour 150/hou			Highways /Public Works Commissioner	70,000
Defense Attorney B				
Circuit Court Judges Prosecuting Attorneys, Magistrates, and Circuit Court Judges, Prosecuting Attorneys, Magistrates, and Circuit Court School SalaRY Bank President				
The "Logal" program also includes: Supreme Court Justices, Attorney General, Circuit Court Justics, Proceeding, Attorneys, Magistrates, and Circuit Clerks, all of are also "Politacl" (Elected) positions: SALARY				
Supreme Court Clerk 50,000				
BANKING				
BANKING				
Bank President 100,000				
Bank Vice President		100,000		,
Loan Officer				
Staff, full-time (3) (3) (12,500 Staff, part-time (13) (13) (12,500 Staff, part-time (13) (13) (14) (1	Loan Officer 🖪	50,000		
Staff, part-time	Staff, full-time 📙 (3)	27,500		
Salary Salary Salary Salary Senate Door Keeper. 28,000 Salary Salary Solono Solono Salary Solono Salary Solono Salary Solono Salary Solono Salary Solono Salary Salary Salary Solono Salary Salary	Staff, part-time 🖽 🛭 (13)	12,500		
Satisfrict Solution Staff Reporter 30 Staff Reporter 3	JOURNALISM (print)	SALARY	Senate Door Keeper	28,000
Staff Reporter (3)	Editor H	50,000		
Photographer			OTHER FULL-TIME POSITIONS	SALARY
Graphic Designer 40,000 Layout Editor 40,000 August Editor 40,000 Division of Motor Vehicles Laborers 24,000 24,000 Division of Motor Vehicles Laborers 24,000	Photographer H (3-4)	30,000	Dept. of Highways/Public Works Laborers	24,000
Layout Editor	Graphic Designer H	40,000		
Sportswriter	Layout Editor 🖪	40,000	Division of Motor Vehicles Laborers	24,000
Cottage Reporter (13)	Sportswriter	30,000	Lottery Department Laborers	24,000
SALARY PART-TIME POSITIONS Part-time positions must be held along with a full-time position.			Division of Natural Resources Laborers	24,000
Broadcast Manager	JOURNALISM (broadcast)			
Video Editor 35,000 Sheriff Deputies (20) 12,500 Reporter 30,000 Circuit Clerk Deputies (10) 12,500 OFFICE OF EMERGENCY SERVICES SALARY County Clerk Deputies (10) 12,500 Office of Emergency Services Director (10) 12,500 CORRECTIONS SALARY Magistrate Clerks (10) 12,500 Corrections Officer (13) 42,900 Assistant Prosecuting Attorneys (10) 12,500 LAW ENFORCEMENT SALARY Court Reporters (10) 25,000 State Police (20) 60,000 Athletic Directors (10) 2,500 DNR Police (14) 55,000 Band Member (10) 100/performance FORENSIC LABORATORY SALARY Chorus Member (10) 100/performance Forensic Supervisor (10) 52,000 Athlete (10) 100/performance Forensic Investigator (2) 52,000 Athlete (10) 100/performance	Broadcast Manager H	50,000	Part-time positions must be held along with a full-	time position.
Reporter 30,000 Circuit Clerk Deputies (10) 12,500			Sheriff Deputies P (20)	12,500
OFFICE OF EMERGENCY SERVICES Office of Emergency Services Director (10)			Circuit Clerk Deputies P (10)	12,500
Office of Emergency Services Director ■ (10) 47,500 Assessor Deputies ■ (10) 12,500 CORRECTIONS SALARY Magistrate Clerks ■ (10) 12,500 Corrections Officer ■ (13) 42,900 Assistant Prosecuting Attorneys ■ (10) 12,500 LAW ENFORCEMENT SALARY Court Reporters ■ (10) 25,000 State Police ■ (20) 60,000 Athletic Directors ■ (10) 2,500 DNR Police ■ (14) 55,000 Band Member ■ 100/performance FORENSIC LABORATORY SALARY Chorus Member ■ 100/performance Forensic Supervisor ■ 67,500 Athlete ■ 100/event Forensic Investigator ■ (2) 52,000	OFFICE OF EMERGENCY SERVICES		County Clerk Deputies P (10)	12,500
CORRECTIONS SALARY Magistrate Clerks (10) 12,500 Corrections Officer (13) 42,900 Assistant Prosecuting Attorneys (10) 12,500 LAW ENFORCEMENT SALARY Court Reporters (10) 25,000 State Police (14) 55,000 Athletic Directors (10) 2,500 DNR Police (14) 55,000 Band Member (10) 100/performance FORENSIC LABORATORY SALARY Chorus Member (10) 100/performance Forensic Supervisor (10) 67,500 Athlete (10) 100/performance Forensic Investigator (2) 52,000 Athlete (10) 100/performance	Office of Emergency Services Director 🖪 (10)	47,500	Assessor Deputies P (10)	12.500
Assistant Prosecuting Attorneys (10) 12,500	CORRECTIONS	SALARY	Magistrate Clerks P (10)	12,500
LAW ENFORCEMENT SALARY Court Reporters (10) 25,000 State Police (20) .60,000 Athletic Directors (10) 2,500 DNR Police (14) .55,000 Band Member (10) 100/performance FORENSIC LABORATORY SALARY Chorus Member (10) 100/performance Forensic Supervisor (10) .67,500 Athlete (10) .25,000	Corrections Officer 🖪 (13)	42,900	Assistant Prosecuting Attorneys BP (10)	12,500
State Police (20) 60,000 Athletic Directors (10) 2,500 DNR Police (14) 55,000 Band Member (10) 100/performance FORENSIC LABORATORY SALARY Chorus Member (10) 100/performance Forensic Supervisor (10) 4thlete (10) 2,500	LAW ENFORCEMENT	SALARY	Court Reporters P (10)	25,000
DNR Police	State Police II (20)	60,000	Athletic Directors (10)	2,500
FORENSIC LABORATORY SALARY Chorus Member				
Forensic Supervisor H				
Forensic Investigator 1 (2)	Forensic Supervisor	67.500		
Forensic Laboratory Technician 🖪 (2)50,000	Forensic Investigator 📙 (2)	52,000	-	
	Forensic Laboratory Technician 🖪 (2)	50,000		
	•			

Hired – Sunday Application / Interview 📕 Position requires passing the Bar Exam 📮 Part-time position – full-time position also required



ALMBS CAREERS PACKET

POLITICAL

Numerous opportunities exist for you to run for political office at the ALMBS. You will be provided specific instruction on how to run for the various offices upon your arrival.

You are encouraged to run for at least one office. At the state level, you may run for Governor, Auditor, Attorney General, Treasurer, Secretary of State, Commissioner of Agriculture, or Justice of the Supreme Court. At the county level, you may run for Sheriff, County Clerk, Circuit Clerk, Assessor, County Commissioner, Prosecuting Attorney, State Senator, House of Delegates, Magistrate, Circuit Judge, or Board of Education. At the city level, you may run for Mayor or City Council. A Citizen is only permitted to run for election for only one office at each level (State, County, and City). A Citizen can hold only one elected office.

All candidates for state office will be given an opportunity to address the Citizens of their respective political party at the party caucus on Monday prior to the primary election. State office candidates will be given approximately one (1) minute to provide their address. They are encouraged to give significant thought to the content and delivery of their address. This is a critical phase in the state election process that often has a significant impact on the results of the state primary election.

CAMPAIGN GUIDELINES

To ensure fair and honest campaigns at the ALMBS, the following guidelines will be observed by all candidates:

- No campaign materials may be brought from home. All Citizens start out on an equal footing and develop a campaign of their own effort and initiative.
- Campaign materials may be purchased on Sunday, Monday, and Tuesday afternoons/evenings at Headquarters. The cost of campaign materials is paid in the ALMBS currency or campaign contributions (ALMBS currency collected from other Citizens).
- Personal computers and word processors are not permitted to be used.
- Posting of campaign materials is not permitted inside the Mount Vernon Dining Hall.
- No campaign signs are to be affixed to a point that is higher than one can reach standing on a chair. No campaign signs are to be affixed to any lamppost, fire equipment, exit signs, automobiles, or stairwells.
- The ALMBS asks for the use of common sense in any candidate's campaign. All campaign signs should be in good taste, free from obscene language, and suggestive or lewd designs.
- The ALMBS also asks each candidate to be responsible. After elections are over, each candidate is required to remove his campaign signs and dispose of them in a proper manner.
- All nicknames must be approved by the ALMBS Political Process Coordinator. No obscene/off-color nicknames will be tolerated.
- Campaign materials are not permitted to be drafted or affixed to the ALMBS Uniform.



ALMBS CAREERS PACKET

POLITICAL CAREER PATH JOB DESCRIPTIONS

STATE GOVERNMENT ELECTED POSITIONS

Job Title	Overview of Job
Governor	Oversees the operations of the State
Secretary of State	Keeps records of the State and ensures election processes are followed
Attorney General*	Defends the State and provides legal advice as the legal representative for the State
Auditor	Keeps records of receipts and disbursements and examines all requisitions for payments
Treasurer	Manages the State's checking account and is custodian for all state monies
Commissioner of Agriculture	Protects the health of citizens, plants, and animals
Supreme Court Justice* (5)	Presides over cases to ensure laws and decisions made are legal, based on the State
-	Constitution
Federalist Party Chairman	Oversees the operation of the Federalist political party
Nationalist Party Chairman	Oversees the operation of the Nationalist political party

^{*} You must pass the ALMBS Bar Exam to be eligible to hold this position.

COUNTY GOVERNMENT ELECTED POSITIONS

Job Title	Overview of Job
Circuit Judges* (10)	Conducts trials, makes judgments and stays abreast of changes in the law. Conducting trials requires a judge to be impartial and make decisions based upon law.
Magistrates (10)	Conducts misdemeanor trials. Interacts daily with judges and superior officers of detention center.
Prosecuting Attorney* (10)	Serves as the county chief law enforcement official. Provides legal advice to the county commission and prosecutes crimes in magistrate and circuit courts.
Sheriff (10)	Enforces laws and court orders and keeps the peace as the lead law enforcement officer for the county. Serves as the bailiff in magistrate and circuit courts, transports prisoners, and collects taxes.
Circuit Clerk (10)	Records all lawsuits, indictments, motions, and other related papers in all cases filed in the circuit, magistrate, and county courts. Issues all processes including summonses and subpoenas.
County Clerk (10)	Maintains records and collects fees
Assessor (10)	Records and assesses value of real and personal property
County Commissioner (30)	Addresses issues that come before the Commission
County Board of Education	Participates in decisions regarding operations of schools
State Senate (20)	Introduces bills and resolutions, offer amendments, and serve on committees
House of Delegates (1 for every 7)	Introduces bills and resolutions, offer amendments, and serve on committees

^{*} You must pass the ALMBS Bar Exam to be eligible to hold this position.

CITY GOVERNMENT ELECTED POSITIONS

Job Title	Overview of Job
Mayor (10)	Appoints and removes departmental heads; drafts and proposes a budget to city council.
	Interacts with state officials,
City Council Member (30)	Introduces resolutions, offer amendments, and votes on possible city ordinances

ALMBS Careers Packet Page 20 https://wvboysstate.org



ALMBS CAREERS PACKET

POLITICAL APPOINTED POSITIONS

Job Title	Overview of Job
Secretary of Environmental	Establishes and oversees recycling program
Protection	
Secretary of Education & Arts	Oversees the Educational Broadcasting Authority Director and the American Legion Mountaineer Boys State Museum
Commerce Secretary	Oversees the ALMBS lemonade stand and works to promote and preserve the well-being of
Commerce Secretary	the citizens of ALMBS by providing a cooperative, interagency system that stimulates diverse
	economic growth, encourages the appropriate use of our state's abundant resources, improves
	the safety and productivity of our workforce, and promotes the beauty and desirability of
	ALMBS as a world-class tourism destination.
Governor's Cabinet Secretary	Liaisons between the Governor and state agencies
State Superintendent of Schools	Oversees state school operations
Educational Broadcasting Director	Provides all public announcements
Adjutant General - National Guard	Oversees and is responsible for all facets of the ALMBS National Guard as the highest-
	ranking officer in the ALMBS National Guard
State Fire Marshal	Implements and coordinates fire safety programs
State Police Superintendent	Serves as the highest-ranking official in the State Police
Lottery Director	Develops and promotes lotteries to generate revenue for the state
Division of Corrections	Manages ALMBS Jails and Prison
Commissioner	
Highways/Public Works	Oversees all construction, reconstruction, and maintenance projects which add to the well-
Commissioner	being of the state.
Division of Motor Vehicles Commissioner	Oversees the accumulation of and requests for vehicle records
Natural Resources Director	Oversees Wildlife Management Area
Natural Resources Director Natural Resources Law Enforcement	Serves as the highest-ranking official in the Division of Natural Resources Law Enforcement
Chief	Serves as the highest-ranking official in the Division of Natural Resources Law Enforcement Section
Employment Programs Director	Finds jobs for ALMBS Citizens who are jobless
Supreme Court Clerk	Records activities of the Court
Supreme Court Crier	Opens and adjourns court sessions
Governor's Chief of Staff	Controls access to the Governor and manages the Governor's calendar; monitors the flow of
	information to the Governor on policy issues; manages and communicate the governor's
	policy agenda to the state legislature and the public
House Clerk	Advises delegates on matters relating to the business and procedures of the House and its
	committees
Senate Clerk	Advises senators on matters relating to the business and procedures of the Senate and its
77 0	committees
House Sergeant at Arms	Maintains order in the Chamber of the House of Delegates
Senate Sergeant at Arms	Maintains order in the Chamber of the Senate
House Door Keeper	Announces all messages and guards the door to the Chamber of the House of Delegates
Senate Door Keeper	Announces all messages and guards the door to the Senate Chamber
Police Chief	Enforces all state laws and city ordinances within the boundaries of his jurisdiction



ALMBS CAREERS PACKET

MISCELLANEOUS FULL-TIME POSITIONS

Job Title	Overview of Job
Department of Highways/Public	Performs various cleaning and maintenance tasks, with primary emphasis on the highways
Works Laborer	within the State
Bureau of Employment Programs	Assists individuals seeking employment
Laborer	
Division of Motor Vehicles Laborer	Assists individuals seeking their vehicle registration and driver's license
Lottery Department Laborer	Assists in operating the State's lotteries
Division of Natural Resources	Assists in the management of the State's Wildlife Management Area for recreation, research,
Laborer	conservation, and education

PART-TIME POSITIONS

Holding a part-time position must be held alongside a full-time position. Part-time positions are not guaranteed to be filled and are left to their respective governmental oversight to hire at will and as needed.

Job Title	Overview of Job
Sheriff Deputy (20)	Assists the sheriff in the performance of his duties
Circuit Clerk Deputy (10)	Assists the circuit clerk in the performance of his duties
County Clerk Deputy (10)	Assists the county clerk in the performance of his duties
Assessor Deputy (10)	Assists the assessor in the performance of his duties
Magistrate Clerk (10)	Assists in managing court's administrative tasks (e.g., handling court filings and setting
	hearing dates)
Assistant Prosecuting Attorney* (10)	Assists the prosecuting attorney in the performance of his duties; requires passage of the
	ALMBS Bar Exam.
Court Reporter (10)	Captures spoken dialogue at hearings and court proceedings with specialized equipment
Athletic Director (10)	Organizes cottage participation at all organized athletic events and ensures that the cottage
	fields a team at the designated time
Band Member	Attends rehearsals to prepare for performances, performs at functions
Chorus Member	Attends rehearsals to prepare for performances, performs at functions
Athlete	Participates in scheduled athletic events

^{*} You must pass the ALMBS Bar Exam to be eligible to hold this position.

LEGAL

The ALMBS operates a fully functioning legal system that is overseen by staff who are legal professionals. <u>ALL Citizens are required to take the ALMBS Bar Exam after the noon meal on Sunday.</u> It is highly recommended that you study the "Law Lecture" prior to ALMBS. A thorough study of the "Law Lecture" is recommended to enhance your possibility of receiving a passing score on that examination. The ALMBS "Law Lecture" can be found on the ALMBS website at https://packet.wvboysstate.org.

Each ALMBS county will prepare and present a court trial that will be reviewed and evaluated by visiting Attorneys from the Harrison County Bar Association. The lead defense attorney in this trial will be appropriately compensated, in ALMBS currency, for his efforts. The ALMBS Courts also hear a variety of cases that involve the ALMBS laws. Defense attorneys operating in a part-time capacity will be compensated in ALMBS currency.

The following positions comprise the ALMBS Legal System: supreme court justices, attorney general, circuit court judges, prosecuting attorneys, magistrates, circuit clerks and defense attorneys.

ALMBS Careers Packet Page 22 https://wvboysstate.org



ALMBS CAREERS PACKET

You must pass the ALMBS Bar Exam in order to be eligible to hold the offices of Attorney General, Justice of the Supreme Court, Prosecuting Attorney, Circuit Judge, and the position of Attorney. Each Citizen is permitted to retake the ALMBS Bar Exam by paying the \$50 fee and sitting for the examination during the announced exam times.

LEGAL CAREER PATH JOB DESCRIPTIONS

Job Title	Overview of Job
Lead Defense Attorney* (10)	Ensures the accused is afforded all their protections as the law and constitutions provide;
	works to help the accused have the best outcome with their case, based on the evidence that
	has been presented against them.
Defense Attorney*	Assists the lead defense attorney in the performance of his duties
Civil Attorney*	Represents citizens in civil cases
The Legal Program also includes Supreme Court Justices, Attorney General, Circuit Court Judges, Prosecuting Attorneys, Magistrates	
and Circuit Clerks, and all of which are also "Political" (Elected) positions.	

^{*} You must pass the ALMBS Bar Exam to be eligible to hold this position.

BANKING

The ALMBS Bank gives each Citizen an opportunity to learn personal financial management and responsibilities. Several hired positions including president, vice president, loan officers, and full and part time tellers are available for those interested in learning about banking institutions.

Applications are available at https://packet.wvboysstate.org. Applications will also be available from your cottage counselors on Sunday morning. Bring your completed application to interviews for these positions on Sunday afternoon.

BANKING CAREER PATH JOB DESCRIPTIONS

Job Title	Overview of Job
Bank President	Oversees banking operations, planning, policies, and practices
Bank Vice President	Generates profits for the bank through increases in deposits and loans among both residential
	and business customers
Loan Officer	Serves as contact for borrowers who want loans from the bank and guides borrowers through
	the application process for a loan
Staff, full-time (3)	Handles customer financial transactions
Staff, part-time (13)	Handles customer financial transactions

JOURNALISM

A daily newspaper (print) and nightly news (broadcast) are produced to keep citizens informed about daily events and upcoming schedules at ALMBS. The newspaper staff is comprised of an editor, staff reporters, photographers, graphic designer, layout editor, and sportswriter. The news broadcast has a broadcast manager, video editor, and reporters. The print and broadcast material will also be available online at https://wvboysstate.org.

Applications are available at https://packet.wvboysstate.org. Applications will also be available from your cottage counselors on Sunday morning. Bring your completed application to interviews for these positions on Sunday afternoon.

ALMBS Careers Packet Page 23 https://wvboysstate.org



ALMBS CAREERS PACKET

JOURNALISM CAREER PATH JOB DESCRIPTIONS

PRINT DIVISION

Job Title	Overview of Job
Editor	Identifies, investigates, and relays events and happenings. Analyzes and interprets the
	stories and presents them to the public in an easily understood format
Staff Reporter (3)	Covers stories by gathering and verifying facts and writing accurate, understandable copy
Photographer (3)	Arranges subjects and background objects; sets up equipment and lighting; takes clear,
	focused images; and edits photographs using software like Adobe Photoshop
Graphic Designer	Uses photo editing software, layout software, and digital illustration to create designs
Layout Editor	Designs the format of newspaper and online materials
Sportswriter	Delivers engaging and informative news on sports for newspapers and website
Cottage Reporter (13)	Writes informative, local information for newspaper and website

BROADCAST DIVISION

Job Title	Overview of Job
Broadcast Manager	Oversees other job functions and manages the station's relationships with other organizations, such as advertisers or the corporation that owns the station.
Video Editor	Manages and oversees technical aspects of video recording and editing.
Reporter	Identifies, investigates, and relays events and happenings for nightly news broadcast.

OFFICE OF EMERGENCY SERVICES

The ALMBS operates a functioning fire department, 9-1-1 dispatch center, and emergency medical services station. These departments are overseen and operated by the county emergency services director(s). These brave young men will participate in an Emergency Services Academy that will encompass aspects of county-based emergency medical, firefighting, and 9-1-1 communications training. (Please note: No citizen will be asked to participate in any dangerous activity.) After participating in the academy, citizens will take on responsibilities to ensure the safety of their fellow citizens and respond to/participate in various scenarios that show how the workings of government bodies directly affect the emergency services in the state. A minimum of one citizen from each county or combined county is selected to join the ranks of this program. It is recommended that only citizens who are strongly interested in careers as firefighters, 9-1-1 dispatchers, emergency medical technicians, paramedics, and/or county emergency service directors plan to involve themselves in this program. Participation in the ALMBS Emergency Services is a demanding endeavor. Participants may be required to work long, late hours and may not be able to participate in other activities such as scheduled free time. Those wishing to pursue this career path are encouraged to bring a flashlight, and notebook.

Applications are available at https://packet.wvboysstate.org. Applications will also be available from your cottage counselors on Sunday morning. Bring your completed application to interviews for these positions on Sunday afternoon.

OFFICE OF EMERGENCY SERVICES CAREER PATH JOB DESCRIPTIONS

Job Title	Overview of Job
Office of Emergency Services Director (10)	Oversees county safety with particular emphasis on fire safety and response. Attends statewide OES Director meetings and works with county and city governments to enhance fire safety and emergency services.

ALMBS Careers Packet Page 24 https://wvboysstate.org



ALMBS CAREERS PACKET

CORRECTIONS

The ALMBS Division of Corrections (DOC) is responsible for establishing and operating The American Legion Mountaineer Boys State Jail and Prison, under the strict supervision of Staff Advisors. The DOC is comprised of Corrections Officers who receive training in a Corrections Academy. The Corrections career path involves a significant commitment. Participants may be required to work long, late hours and may not be able to participate in other activities such as scheduled free time. The Commissioner of the DOC is appointed by the Governor, with the advice and consent of the Senate, from the ranks of the Corrections Officers.

Applications are available at https://packet.wvboysstate.org. Applications will also be available from your cottage counselors on Sunday morning. Bring your completed application to interviews for these positions on Sunday afternoon.

CORRECTIONS CAREER PATH JOB DESCRIPTIONS

Job Title	Overview of Job
Corrections Officer (13)	Maintains custody and security of offenders through supervision, observation, and monitoring surveillance devices.

LAW ENFORCEMENT

The ALMBS operates a functioning Division of Public Safety (State Police) and a Division of Natural Resources (DNR) Law Enforcement Section (DNR Police Officers) that are chaired by West Virginia State DNR Police Officers and State Troopers assigned to ALMBS. The ALMBS DNR Police Officers and State Troopers attend a Police Academy and perform many law enforcement responsibilities within the program. A minimum of one Citizen from each county is selected to be in the State Police and most counties have one Citizen who is a DNR Police Officer. The ALMBS DNR Police Officers and State Police may be selected to participate in flag-raising and lowering, command functions during the Formal Review, and other duties. Participation in the ALMBS DNR Law Enforcement Section and State Police is a demanding endeavor. It is recommended that only Citizens, who are strongly interested in Law Enforcement careers and plan to involve themselves in few of the other opportunities at ALMBS, pursue these occupations. Participants may be required to work long, late hours and may not be able to participate in other activities such as scheduled free time. Those interested in pursuing a law enforcement career are encouraged to bring a flashlight, 8½ x 11" notebook, rain gear, and camouflage clothing/outerwear.

Applications are available at https://packet.wvboysstate.org. Applications will also be available from your cottage counselors on Sunday morning. Bring your completed application to interviews for these positions on Sunday afternoon.

LAW ENFORCEMENT CAREER PATH JOB DESCRIPTIONS

Job Title	Overview of Job
State Police Trooper (20)	Exercises statewide police power to preserve the peace, protect life and property, prevent crime, and apprehend criminals
Natural Resources Police Officers (14)	Exercises statewide police power with emphasis on fish and game, boating, and environmental law enforcement

ALMBS Careers Packet Page 25 https://wvboysstate.org



ALMBS CAREERS PACKET

FORENSIC LABORATORY

The ALMBS Forensics Lab is a full-service laboratory that performs specialized examinations on evidence collected during criminal investigations. Services are provided free of charge to all law enforcement entities operating within the ALMBS. The forensic lab is composed of a supervisor, forensic investigators, and forensic laboratory technicians.

Applications are available at https://packet.wvboysstate.org. Applications will also be available from your cottage counselors on Sunday morning. Bring your completed application to interviews for these positions on Sunday afternoon.

FORENSIC LABORATORY CAREER PATH JOB DESCRIPTIONS

Job Title	Overview of Job
Forensic Supervisor	Ensures the lab is staffed and the field investigation teams have their required materials.
	Serves as point of contact for those seeking services from the Forensic Laboratory. Testifies
	as a subject matter expert in criminal trials.
Forensic Investigator (2)	Conducts crime scene investigations to include taking detailed photographs, preparing
	diagrams, and collecting and preserving evidence. May testify at criminal trials.
Forensic Laboratory Technician (2)	Receives and tests evidence, files test results and lab reports. May testify at criminal trials.

HOMELAND SECURITY/NATIONAL GUARD

There exists at the ALMBS a functioning National Guard/Homeland security component. The mission of this component is to successfully mobilize and deploy soldiers, units, and resources as necessary. The ALMBS National Guard/Homeland Security component conducts missions when required by authority of the Governor. Members of the ALMBS National Guard/Homeland Security component may be selected to participate in flagraising and lowering functions as well as command responsibilities during the formal review. Individuals will be selected from the Applicants to be in the National Guard/Homeland Security component. Those individuals will receive specialized training throughout Sunday evening - Wednesday in preparation for their duties. Additionally, the applicants selected for the National Guard/Homeland Security component, on Sunday evening, will receive a \$1,000.00 signing bonus in ALMBS currency. Based upon the recommendation of the staff advisor(s) to this program, one of the Applicants, upon successful completion of training, will be appointed by the elected ALMBS Governor to be the Adjutant General. This career path, like the Law Enforcement career path involves a significant commitment and participants may be required to work long and late hours and may not be able to participate in other activities such as free time.

Applications will be available from your cottage counselors on Sunday morning and should be brought when applying for this position on Sunday afternoon. Applications are available at https://packet.wvboysstate.org. Interviews will take place on Sunday afternoon.

ALMBS Careers Packet Page 26 https://wvboysstate.org



ALMBS CAREERS PACKET

HOMELAND SECURITY/NATIONAL GUARD CAREER PATH JOB DESCRIPTIONS

Job Title	Overview of Job
Colonel	Serves as the second highest ranking officer in the ALMBS National Guard with direct
	supervisory authority of the ALMBS Lieutenant
Lieutenant	Serves as the third highest ranking officer in the ALMBS National Guard with direct
	supervisory authority of the ALMBS Sergeant. Responsible for assuring the ALMBS
	Guardsmen have uniforms and necessary equipment
Sergeant	Responsible for the supervision, individual training, personal appearance, and cleanliness of
	all ALMBS National Guard Private 1st Class and Privates
Private First Class (approximately 9)	Carries out orders issued by their commanding officers
Private (as needed)	Carries out orders issued by their commanding officers

BUSINESS MANAGEMENT & MARKETING

The Business Management staff is comprised of an Executive Officer, Sales Coordinator, and Logistics Coordinator. The Business Marketing staff is comprised of an Executive Officer and Design Officer. A Financial Officer will also be selected. The position(s) of "Lemonade Stand Operator" will be filled, from the ranks of the unemployed, as necessary. The success of the ALMBS General Store, lemonade stand, and other approved ALMBS businesses depends on the above positions being able to work together as a team.

All profits of the General Store, lemonade stand, and other approved ALMBS businesses go to support ALMBS as designated by ALMBS law.

Applications are available at https://packet.wvboysstate.org. Applications will also be available from your cottage counselors on Sunday morning. Bring your completed application to interviews for these positions on Sunday afternoon.

BUSINESS MANAGEMENT & MARKETING CAREER PATH JOB DESCRIPTIONS

Job Title	Overview of Job
Business Management Executive	Oversees all aspects of the ALMBS approved business(es).
Officer	
Business Management Sales	Oversees the sales related to all ALMBS businesses
Coordinator	
Business Management & Marketing	Oversees all financial aspects of the approved ALMBS businesses. Prepares a daily report
Financial Officer	detailing receipts and disbursements
Business Marketing Executive	Oversees all aspects of the business marketing plan with emphasis on maximum sales
Officer	potential
Business Marketing Design Officer	Has primary responsibility for the creation of all advertising designs (print/broadcasts)
Business Management Logistics	Primarily responsible for placement of all sales products
Coordinator	
Lemonade Stand Operator	Operation of a lemonade stand that will sell refreshments on Thursday, Friday, and
_	Saturday. All sales will be made in real money and will be directly used to fund
	Mountaineer Boys State. Participants may also assist with the operation of the ALMBS
	store. This position is filled from the ranks of the unemployed and is not a Sunday applied
	for/hired position.



THE AMERICAN LEGION MOUNTAINEER BOYS STATE WEST VIRGINIA'S PREMIERE LEADERSHIP ACADEMY ALMBS CAREERS PACKET

THIS PAGE INTENTIONALLY LEFT BLANK