

## Program Director

*Responsible to Associate Director*

**Mission:** Luther Crest is to inspire faith, stewardship and community in God's creation

**Objective:** To design, implement, evaluate year-round programs at Luther Crest



## Qualifications

- Have a commitment to the ministry of the ELCA and its expression at Luther Crest Bible Camp and to follow Luther Crest's mission and philosophy statements
- Have prior experience in outdoor ministry; camping and year-round retreating
- Ability to communicate well with people by phone, email, website and **in person**
- Willingness to travel and a valid driver's license
- Ability to work with church personnel, community resource people, church staff, volunteers and staff
- Ability to manage and motivate well in a team environment with permanent, seasonal, part-time and volunteer staff
- Be proficient in computer systems, through online and offline software programs and operations
- Display leadership through instructing, nurturing and evaluating
- 4-year college degree, plus post college experience or education in a related fields or other reasonable life experience.
- Be able to lift items up to 25 lbs. and over 25 lbs. with proper training and education.

## Description

### Theology

- Theology
  - Effectively communicate the Gospel within the context of Lutheran Theology and be committed to Luther Crest's philosophy and mission as they exist and continue to develop within the mission of the ELCA.
  - Supervise, support and provide spiritual guidance to the program staff and programs through the entire year
  - Coordinate ministry operations of Luther Crest in cooperation with the Associate Director

### Program & Retreat Ministries

- Develop, promote, implement, and evaluate the overall Luther Crest Summer & Retreat Program
  - Select theme, prepare and produce bible study, activities and events with key staff
  - Recruit, interview, hire, supervise, train, implement, and evaluate staff in compliance with LCBC's policies and standards and American Camping Association
  - Assist with production of promotional materials for summer camp and year-round programs and events for the purpose of brochures, website, posters etc.
- Engage in Retreat and Event services including hosting, cleaning, preparing for guests
- Serve as resource to congregations and other groups in the development of youth, family and adult retreats in coordination with Associate, Executive, Development and Retreat Directors.

### Public Relations

- Market all programs to our congregations that we serve
- Represent Luther Crest at specific synod or conference events
- Be attentive to the broad picture of camping and the events available.
- Participate in our annual fundraising events and the overall annual fund program
- Project the essence of Christian hospitality in all aspects of job performance
- Assist in the overall ministry of hospitality at the camp

Directs: Seasonal Summer and Seasonal Year-Round Staff

Indirects (Works Closely with.): Facility/Grounds Mgr., Food Service Mgr., EE Staff, Hospitality Staff

Compensation and Benefits will be determined and based on experience and education through the guidelines of the Luther Crest Compensation and Benefit Structure