

Camp Luther of Nebraska, Inc
Position Description – Program Director

Description: The Program Director is responsible for developing, organizing, and innovating programming that will create, equip, and renew disciples of Jesus Christ.

Responsible to: The Program Director is responsible to the Executive Director and serves on the program ministry team.

Hours: Full-time exempt, 40+ hours a week including weekends and evenings

General Qualifications:

1. A member in good standing with an LCMS Congregation, professional church worker preferred.
2. Possess the servant attitude of Christ.
3. Is in agreement with the mission and vision of Camp Luther of Nebraska.
4. Possess a four year college degree.
5. Possess camp, youth and/or mission ministry experience.
6. Possess excellent organizational and management skills.
7. Possess the gift of hospitality.
8. Possess excellent verbal and written communication skills.
9. Ability to lead individuals and groups, especially college age summer staff.
10. Ability to promote camp on and off site with individuals, churches and other organization.
11. Ability to lead music and campfire devotions.
12. Ability to serve in a team setting.
13. Ability to use modern technology, software and online media.

Job Duties:

1. Camp Relations
 - a. Be available to greet parents, church leaders, etc. before and after camp hosted events.
 - b. Leads chapels and classroom presentations to promote camp ministry and to share the Good News about Jesus.
 - c. Visits congregations to share during Sunday school and/or worship.
 - d. Attends conferences or meetings to promote Camp Luther's ministries
 - e. Recruits and cares for volunteers to assist with camp programming.
2. Summer Ministries
 - a. Develops programming that equips, creates, and renews disciples.
 - b. Identifies new opportunities to equip and renew disciples.
 - c. Assists in recruiting, hiring and training summer staff. (Travel will be required)
 - d. Maintains and update summer staff manual and propose changes to Executive Director.
 - e. Serves as the direct supervisor of youth, special need, retreat and family ministry staff.
 - f. Responsible for camper safety and program quality.
 - g. Responsible for camper housing, check-in and check-out.
 - h. Responsible for registration and camper database.

3. Retreats

- a. Plans and organizes Camp sponsored retreats.
- b. Prepares devotions and/or campfire events for retreats.
- c. Assists outside organizations as they plan retreats at Camp Luther.
- d. Assist in managing the retreat and event calendar.
- e. Responsible for Outpost campsite management

4. Communications

- a. Responsible for developing written and video communications.
- b. Responsible for developing online communications.
- c. Promotes and develops new communication tools
- d. Assists staff in developing program specific communications.

5. Other Job Duties

- a. Possess a current driver's license, safe driving record, and ability to use camp vehicles safely.
- b. Possess the ability to play guitar and lead campfire and group music.
- c. Assist program team in maintaining and replacing all program equipment and resources.
- d. Serves alongside Camp Luther staff to maintain facilities and properties.
- e. Attends various camp ministry conferences, church work conferences, and/or gatherings.
- f. Encouraged to develop and promote new ideas for camp ministry and the use of the gifts, talents and resources of Camp Luther.
- g. Assist Executive Director in ministry assessments and troubleshooting any issues.
- h. Other responsibilities as assigned by the Executive Director.