

CAMP LONE STAR

PROGRAM DIRECTOR – PINES CAMPUS MINISTRY DESCRIPTION

OVERVIEW

The Program Director is to serve Camp Lone Star by carrying out the Mission and Core Values as a member of the Program Ministry Team. This full-time position reports directly to the Chief Executive Officer.

GENERAL RESPONSIBILITIES

- To daily work toward our Mission: transforming lives through adventurous Christ-centered experiences by planting seeds of faith, cultivating Christian leaders, and growing the Kingdom of God.
- To daily live out our Core Values
- Responsible to assist in planning, organizing, and leading of Directed Retreat Ministry
- Serve as a retreat host for Hosted Retreats Ministry groups
- Responsible to develop, lead, supervise and evaluate the Summer Camp Ministry
- In partnership with the Marketing Coordinator to live out a strategic communication plan, assist in social media development and posted content
- Assist in scheduling, encouraging, and walking alongside other Program Team members
- Assist and perform facility cleaning and preparation
- As a CLS Team member, willing to assist in any task that will further our Mission and live out our Core Values for the transformation of lives and growth of God's Kingdom

REQUIRED QUALIFICATIONS

- Minimum age - 22 years old
- Possess at least a bachelor's degree OR have at least four years of job-related experience
- Dedicated Christian with a personal, growing relationship with Jesus Christ and is willing to share their faith in Christ with others
- Possess the ability to lead others in group activities (devotional and recreational)
- Desire and ability to work outdoors with children, youth, families, and adults
- Ability to lead and supervise peers as well as campers
- Physical Demands: High physical engagement with youth and adults

DESIRED QUALIFICATIONS

- Is a member in good standing of The Lutheran Church-Missouri Synod either as an individual or as a member of one of its congregations
- Previous experience as a member of a summer camp staff
- Training and certifications in Life-guarding, CPR, and/or First Aid
- Proficient in Microsoft Word, Excel, and PowerPoint
- Proficient in G-Suite products: Google Calendar, Google Docs, etc.
- The ability to play guitar and lead a group in singing
- Experience in the facilitation of a low and high-ropes challenge-course program
- Possess a teachable spirit, self-motivated to learn new processes
- Ability to creatively schedule programs, facilities, and staff
- Demonstrates a servant's heart with integrity, joy, enthusiasm, initiative, self-control, a willingness to learn, a sense of spiritual direction, and the presence of God in his/her life

PROGRAM & RETREAT MINISTRY RESPONSIBILITIES

- Assist in scheduling, coordinating and leading a variety of programming for Directed and Hosted Retreat groups
- Assist in the evaluation of ministry programs and make recommendations for improvements to the Chief Executive Officer
- With the assistance of other Camp Lone Star staff members as available, set up (before) and clean up (after) guest groups or program groups as assigned
- Assist the Chief Executive Officer, along with other Program Ministry Team members, in developing, hosting and facilitating our Outdoor Education curriculum and midweek programs
- Assist in the development, oversight, coordinating and scheduling of other programming opportunities that will serve our guests and enhance our mission

SUMMER CAMP MINISTRY RESPONSIBILITIES

- Research and learn best practices to create, develop, organize, and implement a thriving summer camp experience aimed at providing an adventurous Christ-centered experience for youth, adults, and volunteers attending Camp Lone Star
- Assist the Chief Executive Officer in the recruitment, interviewing, selection, notification, training, supervision and evaluation of all summer staff personnel
- Assist in scheduling, coordinating and leading a variety of programming for Hosted Retreat groups in coordination with La Grange Program Director(s)
- In coordination with the La Grange Program Director(s), plan staff training experiences and help lead and coordinate other staff events (staff refresher, staff closing banquet, staff reunion), and participate in summer staff evaluations
- Coordinate and lead all summer ministry programs in Tomball by scheduling cabin groups and daily activities, coordinating evening activities, and preparing staff assignments, time off, and registration stations
- Develop and be willing to lead age-appropriate Bible study curriculum for daily camper use for week-long and day campers

OTHER RESPONSIBILITIES

- In partnership with the Chief Executive Officer and Marketing Coordinator to live out a strategic communication plan, assist in social media development and posted content to publicize our Directed and Hosted Retreat groups
- Attend approved professional training seminars and conferences
- Attend required staff meetings and devotions
- Assist in evaluating current operating procedures in make recommendations as they arise

SALARY AND BENEFITS

- Proportionate with position, education, and experience as per the Lutheran Outdoors Ministry of Texas Personnel Manual and salary structure.
- Health & Retirement Benefits available

EMPLOYMENT APPLICATION

Lutheran Outdoors Ministry of Texas, Inc. d/b/a Camp Lone Star
 www.lomt.com | 979.968.1657 (o) | lomt@lomt.com



LUTHERAN OUTDOORS MINISTRY OF TEXAS

APPLICANT INFORMATION			
Last Name		First	M.I. Date
Street Address			Apartment/Unit #
City		State	ZIP
Phone		E-mail Address	
Date Available		Desired Salary	
Position Applied for			
Are you a citizen of the United States? YES <input type="checkbox"/> NO <input type="checkbox"/> If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Have you ever worked for this ministry? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?			
Have you ever participated in, been accused or convicted of, or pleaded guilty or no contest to any abuse or sexual misconduct? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Have you ever been convicted of a felony? YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, explain			

EDUCATION				
High School		Address		
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address		
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address		
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
E-mail	
Full Name	Relationship
Company	Phone ()
E-mail	
Full Name	Relationship
Company	Phone ()
E-Mail	

PREVIOUS EMPLOYMENT

Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES NO

Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES NO

Company

Phone ()

Address

Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES NO **WHAT DOES PROGRAMMING IN "OUTDOORS MINISTRY" MEAN TO YOU?****DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

Date