



**CAMP LONE STAR**  
2016 Camp Lone Star Road  
La Grange, TX 78945  
(979) 968-1657

## **DIRECTOR OF PROGRAMS**

### **MINISTRY DESCRIPTION**

#### **OVERVIEW**

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

#### **GENERAL RESPONSIBILITIES**

- Daily pursue our Mission: **transforming lives through adventurous Christ-centered experiences by planting seeds of faith, cultivating Christian leaders, and growing the Kingdom of God**
- Daily live our Core Values: **Jesus Focused, Intentional, Pursuit of Excellence, Teamwork**
- Develop, lead, supervise, promote, and evaluate the Summer Camp Ministry
- Supervise Program Assistants and Ministry Impact Partners by encouraging, scheduling, and walking alongside them.
- Oversee the planning and leading of our Programmed Events & Outdoor Education program
- Serve as a guest group host and program facilitator
- Assist and perform facility cleaning and preparation as needed
- 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 - 24 years old
- Possess at least a bachelor's degree
- Have at least three years of job-related, or applicable, experience
- Dedicated Christian with a personal, growing relationship with Jesus Christ in agreement with the Camp Lone Star Statement of Faith 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
- 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 summer staff member of an outdoor ministry site
- Proficient in G-Suite & Microsoft products
- The ability to play guitar and lead a group in singing
- Willing to, or have obtained certifications in Group Facilitation, Lifeguarding, CPR, and First Aid
- 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

#### **SALARY AND BENEFITS**

- Proportionate with position, education, and experience as per the Personnel Manual and salary structure of Camp Lone Star and in alignment with LCMS - TX District and CCCA standards.

## **SPECIFIC MINISTRY DESCRIPTION BREAKDOWN**

### **SUMMER CAMP MINISTRY RESPONSIBILITIES (40%)**

- Assist in creating, developing, and organizing an intentional and Jesus-focused camp experience for youth, adults, and volunteers attending Camp Lone Star
- Responsible for overseeing and ensuring the recruitment, selection, training, supervision and evaluation of all Summer Staff personnel and Junior Staff volunteers
- Develop age-appropriate Bible study curriculum, and train Summer Staff to use, for daily camper use for week-long and day campers
- Schedule and execute summer camp promotion through Chapel visits to supporting schools
- Plan, coordinate, and execute Summer Staff training experiences and other staff events (staff refresher, staff closing banquet, staff reunion)
- Oversee the Summer Program Leadership Team to coordinate and lead all summer ministry programs by scheduling cabin groups and daily activities, coordinating evening activities, and preparing staff assignments, time off, and check-in stations

### **LEADERSHIP DEVELOPMENT (25%)**

- Develop a high-quality hands-on leadership development program for our Ministry Impact Partner interns
- Recruit, interview, and oversee the Ministry Impact Partner interns
- Daily walk alongside and mentor the Ministry Impact Partners for their leadership development
- Assist in the evaluation of ministry programs and make recommendations for improvements to the Chief Executive Officer

### **OTHER PROGRAM & RETREAT MINISTRY RESPONSIBILITIES (20%)**

- Oversee the development, planning and execution of our Programmed Events and our Outdoor Education curriculum
- Assist the Director of Guest Services in scheduling and coordinating Program Team members for hosting retreat guest groups
- Serve as a retreat guest group host and program facilitator once a month or as needed
- Assist Program Team in set up (before) and clean up (after) guest groups or program groups as needed

### **MAINTENANCE AND LAUNDRY (10%)**

- Schedule facility and laundry cleaning
- Assist in facility and laundry cleaning as needed and available

### **OTHER RESPONSIBILITIES (5%)**

- Champion our Mission and Core Values to the Program Team & other team members
- In partnership with the Chief Executive Officer and Marketing Coordinator to live out a strategic communication plan, by providing content, photos, and information to be used in social media development and posted content to publicize our Summer and Programmed Event ministries
- Attend approved professional training seminars and conferences
- Attend required staff meetings and devotions
- Assist in evaluating current operating procedures and make recommendations as they arise



EST. 1941  
+ CAMP +  
**LONE STAR**  
ADVENTUROUS CHRIST-CENTERED EXPERIENCES

# EMPLOYMENT APPLICATION

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

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 

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Supervisor

Job Title

Starting Salary \$

Ending Salary \$

Responsibilities

From

To

Reason for Leaving

May we contact your previous supervisor for a reference?

YES NO **WHY IS "OUTDOORS MINISTRY" IMPORTANT?****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