



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

DIRECTOR OF PROGRAMS – PINES CAMPUS

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 Pines (Tomball) Campus. This full-time position reports directly to the Director of Ministry Operations.

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 Guest Group Retreat & Programmed Events Ministries
- Coordinate Retreat Guest Group program requests at the Pines Campus
- Coordinate food service requests and needs to Food Service Manager
- Serve as a guest group host and program facilitator
- Assist and perform facility cleaning and preparation as needed
- Assist in social media development and posted content
- 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

GUEST GROUP RETREAT MINISTRY RESPONSIBILITIES (65%)

- Assist in creating, developing, and organizing an intentional and Jesus-focused camp experience for youth, adults, and volunteers attending Camp Lone Star
- Work with the Director of Ministry Operations and La Grange Director of Programs to balance campus capacity and staff wellness
- Coordinate Retreat Guest Group program requests at the Pines Campus, working with the La Grange Director of Programs and Guest Group Coordinator in assigning hosts for guest group hosting and program facilitation
- Communicate all allergy/dietary needs and meal requests with the Food Service Manager
- Secure weekend programming assistants as needed
- Serve as a retreat guest group host and program facilitator twice a month or as needed
- Assist in set up (before) and clean up (after) guest groups or program groups as needed
- Assist in developing a high-quality hospitality training program for all Program Team members
- Assist, as directed, in scheduling and mentoring the Ministry Impact Partners for their leadership development

SUMMER CAMP MINISTRY RESPONSIBILITIES (25%)

- Assist as needed and as available in summer camp promotion through Chapel visits to supporting schools
- Assist in creating, developing, and organizing an intentional and Jesus-focused camp experience for youth, adults, and volunteers attending Camp Lone Star
- Assist the La Grange Director of Programs in overseeing and ensuring the recruitment, selection, training, supervision and evaluation of all Summer Staff personnel
- Assist in developing age-appropriate Bible study curriculum, and training Summer Staff to lead
- Schedule and execute summer camp promotion through Chapel visits to supporting schools
- Coordinate and support Summer Staff serving at the Pines Campus

OTHER RESPONSIBILITIES (10%)

- 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 Guest Group, Summer and Programmed Event ministries
- Assist in facility and laundry cleaning as needed and available
- 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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Ending Salary \$

Responsibilities

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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