

Associate Director, Communications & Development

Camp Trinity is hiring an associate director to help drive marketing, fundraising, and events at the camp. This is a full-time role reporting to the camp director. The role is an onsite position, with the expectation of travel to Mid-South District LCMS churches to promote Camp Trinity. The associate director would assume all responsibilities when the director is not present.

The associate director's primary responsibilities will be to coordinate Camp Trinity's communication, development, and event programs. Additionally, the associate director will work closely with the director and staff throughout the year to support Camp Trinity's onsite operations.

Primary Responsibilities

Communication:

Creating and executing a cohesive marketing strategy across social media, email, website, and other outlets.

Responsibilities may include:

- Regular posting on camp social platforms.
- Drafting and managing email outreach.
- Maintenance of camp website, including timely updates and calendar information.
- Drafting and submitting regular bulletin and newsletter notices to Mid-South District LCMS congregations.
- Drafting and placing monthly articles with photos in the Lutheran Witness Mid-South District supplement.

Development:

Growing the camp's fundraising program through year-round initiatives and future capital campaigns to both current and future friends of the camp.

Responsibilities may include:

- Creating and executing a fundraising program through email outreach, church visits, and events.
- Visiting Mid-South District LCMS congregations to promote the camp.
- Coordinating the launch and coordination of capital campaigns.

Events:

Managing designated fundraising events and retreats, including promotion, organization, and liaising with mission partners.

Responsibilities may include:

- Promoting and coordinating major fundraising events on the camp calendar, including Trivia Night and Music on the Mountain.
- Promoting and coordinating different retreats throughout the year, including, but not limited to, junior and senior high Linkt retreats.

Additional Responsibilities

The associate director will support Camp Trinity's onsite operations by assisting with day to day operations, which include but are not limited to Summer Camp, Outdoor Classroom, and various retreats.