



## **Ministry Description**

**Position:** Program Director

**Purpose:** Design and implement a program that helps people encounter God in his creation while developing important relationships with other people. This involves planning a schedule, hiring, and training staff, inviting camp pastors, teachers, speakers, and worship leaders. Effectively managing the budget to keep activity areas in good working order and add new activity areas corresponding with the vision of camp. Marketing these programs to help people see the benefit and want to be involved.

**Responsible to:** Director

### **Qualifications:**

1. Has a sincere love for the Lord and a desire to see campers come to know and grow in Him.
2. Is in agreement with Miracle Bible Camps statement of faith, philosophy and polices.
3. Is eager to learn, loves campers, and shows a consistent walk with God.
4. Has had previous camp leadership experience.
5. Has at least a bachelor's degree, and has a self-starter work ethic and desires personal growth.
6. Believes that a major spiritual gift he/she possesses is that of leadership.
7. Knowledge of maintenance and construction.
8. Ability to develop people, teach Bible studies, and train other staff to do the same. Able to preach.
9. Ability to manage or lead a variety of tasks and persons at once.
10. Demonstrates a servant-ministry style of leadership.

### **Responsibilities:**

1. Be a positive witness for Jesus Christ in all words and actions. Share Christ's love with the public, campers, and staff to reflect favorably upon the Lord and Miracle Bible Camp. Promote a Christ-like, servant atmosphere in the work area.
2. Recruit and select summer staff, including counselors and volunteers. Provide leadership to increase their ministry effectiveness, spiritual development, personal growth, and direction in their lives and future ministries. Serve as a counselor and pastor to them during the summer, and further develop these relationships as desirable during the off-season.
3. Develop & maintain a personal spiritual family (church relationships), and prayer and financial support team. Assist and encourage supporting churches by performing pulpit supply, ministry coaching, special speaking, etc.
4. Day to day operational focus to help the camp function efficiently may include Maintenance, new construction, housekeeping, foodservice.

5. Plan and develop the summer camp program, including themes, activities, chapel speakers, music, spiritual emphasis, and Bible learning. Develop and implement a program to more fully utilize the property to facilitate outdoor / creation education.
6. Camper follow-up to encourage year-round spiritual growth, and church family connections.
7. Host retreat groups, ensuring that each group receives personal attention in enjoying a spiritually and physically beneficial stay at Miracle Bible Camp.
8. Working with the leadership team to develop and maintain a 5 year written plan for property and facility development and upkeep.
9. Responsible for budget planning and management for effective operation of Miracle Bible Camp programs.
10. Lead and train staff and volunteers to ensure safety of staff and campers at all times.
11. Develop all program facilities, working with the director to ensure that they are well maintained and operated in a safe manner.
12. Meet regularly with the director for goal setting and planning.
13. Work with state and county officials related to facility and youth camp compliance to regulations. Especially mindful of child protection compliance.
14. Utilize MBC policies for staff missionary support raising.

**Time:**

Full-time salaried position. The schedule will be irregular, demanding many hours during the summer. The retreat season will include time on the weekends when retreat groups are present.

**Work Environment:**

Small Christian camp community with approximately 4 year-round staff with 10 seasonal summer staff. You will be working closely with others in interpersonal relationships. Practicing Christian principles of humility, patience, truth telling, forgiveness will be critical for maintaining healthy working relationships. You will be working closely with a team of people to serve guests.

**Community:**

Camp is between Longville and Hackensack, Minnesota. We are in a rural area, tourist area, and a place where people enjoy retiring. There is often a one-hour drive to find amenities. A 30-minute drive for school options.

**Compensation:**

**Salary:** \$50,000 total with \$25,000 paid by Miracle Bible Camp and \$25,000 raised as support.

**Housing:** No onsite housing available, but some temporary solutions may be discussed.

**Retirement:** 2% Salary Match in a simple IRA

**Insurance:** No health, dental, or vision insurance is offered

**Vacation:** 2 weeks paid vacation per year with increases for longevity. 9 paid holidays.