

Job Description

Job Title: Director of Summer and Youth Ministry

Job Purpose:

To enhance the outdoor ministry of Camp Lutherhaven through the unique gifts and skills God has given this person by directing the summer camp program, other youth related programs, and other retreat programming.

Key Qualifications:

1. A strong Christian faith; A member of a Lutheran Church - Missouri Synod congregation
2. Demonstrates support and commitment to the mission, vision, and values of Camp Lutherhaven
3. A college education with at least a bachelor's degree
4. Experience serving in children/youth/family and outdoors ministry
5. Experience in a leadership position
6. Ability to work several consecutive, 20,000+ step days and several 75 hour weeks in a row
7. Experience in, and an appreciation for, being in God's creation
8. Committed to a team ministry with other workers centered around Jesus Christ

Preferred Qualifications

1. Strong organizational and decision making skills
2. Flexible, proactive, resourceful, resilient and efficient
3. Good written and verbal communication skills
4. Proficient in Microsoft Word, Excel, Publisher, and PowerPoint - and Internet use.
5. Warm and friendly personality, ability to relate well with a diversity of other people
6. Motivated spiritually, with a strong sense of Christian servanthood, stewardship, and outreach
7. A life-long learner, pursuing excellence, and valuing personal holistic health
8. Musical leadership abilities including voice and guitar/piano
9. Certifications and/or skill set: CPR, First Aid(physical and mental), Lifeguard, Low Ropes Course Facilitator, Boating, Archery

Reporting Relationships:

Primary: The Executive Director of the Lutheran Camp Association, Inc.
Secondary: The Board of Directors of the Lutheran Camp Association, Inc.

Responsibilities:

1. Oversee and direct Lutherhaven's summer camp programs including program/spiritual development, administration, personnel, supervision, and evaluation.
 - A. Recruit, select, hire, train, orientate and assign all summer employees, Junior Servants and volunteers of Camp Lutherhaven
 - B. Supervise, monitor and evaluate the work of all summer employees, Junior Servants, and volunteers, seeing that each person is carrying out his/her responsibilities
 - C. Actively and strategically recruit campers to participate in Lutherhaven's summer camp program
 - D. Develop and evaluate all summer camp programs, materials, equipment and resources
 - E. Oversee the summer canteen and year-round store
 - i. Keep accurate inventory records of products and supplies including t-shirts/clothing, snacks, and beverages
 - ii. Purchase supplies and goods as needed and budgeted that are both practical and promote a positive reputation of Camp Lutherhaven

2. Oversee, develop and direct other youth and young adult programs
 - A. Continue to research and implement faith formation retreats for youth, tying into existing confirmation ages and program groups
 - B. Research, develop and expand youth and young adult programs throughout the year
 - C. Research, develop and coordinate new and existing servant events
 - D. Research other retreat programming as gifted and needed
3. Other Responsibilities
 - A. Provide Christian hospitality by hosting guest groups or individuals as needed
 - B. Help manage and supervise non-summer, seasonal staff such as Ministry Impact Workers
 - C. Understand, interpret, and maintain Lutherhaven standards and policies
 - D. Attend required staff meetings
 - E. Attend approved professional training seminars or conferences
 - F. With other staff and the board of directors, continue to develop an effective, responsible, and Christ centered ministry center at Camp Lutherhaven

Remuneration:

1. Salary: to be determined and based on the LCMS Indiana district salary guidelines
2. On-site housing is preferred and will be provided on-site
3. Benefits are through the Concordia Plans including Health, Disability/Survivor, and Retirement



Camp Lutherhaven Outdoor Ministry Center

1596 S. 150 W. Albion, IN 46701-9695 Phone 260.636.7101 Fax 260.636.3032 E-Mail camp@lutherhaven.org Web www.lutherhaven.org
A Relational Ministry in the Midst of God's Creation