

Director of Program and Retreat Ministry

Agape + Kure Beach Ministries (A+KB) is searching for a dynamic and innovative leader to guide and shape the future of programming at our camping and outdoor ministry sites to impact individual lives, communities, and the wider world. This person will lead the team, living out and implementing the programmatic vision of A+KB. This vision will be created in collaboration with the Executive Director, A+KB Board of Directors, and A+KB's constituency of supporters. This mission calls for a creative and engaging leader who loves camping and outdoor ministry and is excited to discover what they can be.

The Agape Kure Beach Ministries (A+KB) Director of Program and Retreat Ministry will lead the A+KB team in meeting the following goals...

1. Leading summer camp staff to deliver a safe and impactful experience for all campers.
2. Creating and leading fall and spring programming for all ages.
3. Delivering holy hospitality to all guests using the A+KB sites and helping them meet their community and personal goals.

Responsibilities & tasks for meeting these goals include:

Deliver Holy Hospitality for All

1. Act as the primary point of contact for assigned Hosted Retreat guests after the file is handed over from A+KB Registrar.
2. Serve as on-site host for assigned Hosted Retreat groups while they are on site.
3. Collaborating with the Food Service team to offer high hospitality for groups on site.
4. Provide Team Building and Challenge Course and Zip Line leadership for groups which book those offerings.
5. Lead shut down and check out for retreat rental guests.
6. Work with A+KB staff to ensure that A+KB sites are a safe and welcoming space for people of all races, creeds, sexuality, gender expressions, and ability.

Create and Guide Fall & Spring Programming

1. Collaborate with A+KB staff and external partners to create innovative programs that meet an expanding community's needs.
2. Work with the Director of Marketing to market programs and invite others to experience the outdoors and the mission of A+KB
3. Managing the budget of programs in the staff person's portfolio.
4. Recruit and supervise seasonal staff in the execution of programming.
5. Collaborate with the Director of Marketing to collect feedback and evaluation for a program to determine future implementation.
6. Collaborate with Director for Environmental Education for fall & spring programming and team building elements needed for ACE Ed programming.
7. Work with A+KB staff to ensure that A+KB programs are a safe and welcoming space for people of all races, creeds, sexuality, gender expressions, and ability.

Leading Summer Camp

1. Recruiting and hiring summer staff.

2. Oversight and evaluation of summer staff Team Leaders.
3. Determine summer camp curriculum in collaboration with Executive Director.
4. Plan and lead summer staff orientation, including areas specific to staff person's portfolio.
5. Ensure holistic safety for all staff, campers, and guests on-site during summer camp.
6. Collaborate with the Director of Marketing for the outreach and marketing of summer camp to meet the registration goals outlined in the yearly budget.
7. Collaborate with the Director of Marketing to collect feedback and evaluation data from summer camp parents.
8. Collaborate with Director for Environmental Education for summer camp programming.
9. Work with A+KB staff to ensure that A+KB summer camps are a safe and welcoming space for people of all races, creeds, sexuality, gender expressions, and ability.

Shared responsibilities as part of the A+KB Team

1. Participation in A+KB teamwide Initiatives
2. Clear and grace-filled communication with external partners and A+KB colleagues.
3. Practice and encourage good self-care.

Abilities & experiences a candidate should have

- 2 years of experience as a supervisor
- 5+ years of experience in professional camp or outdoor ministry leadership
- Experience working with children and youth
- Strong grasp of and ability to communicate a Grace-filled and inclusive understanding of the Christian faith
- Strong written and verbal communication skills
- Strong and comfortable public speaking skills
- Experience in and joy in leading others in outdoor adventures

Abilities & Experiences that would be helpful for a candidate to have

- Conversational Spanish
- Experience leading young adults (18 – 25 years old)
- Musical leadership ability or the ability and openness to lead programming which incorporates music of a variety of styles
- Donor engagement

The Shape of the Job

This is a full-time, exempt position, equivalent to 40 hours per week but may often require more time based on the season. The Agape Kure Beach Ministries Staff Handbook outlines how the staff is compensated and cared for during busier seasons.

This position provides office space, and the Director of Program and Retreats has colleagues to collaborate with in person during standard workweek hours. The Agape Kure Beach Staff Handbook outlines the options for flexible work hours and arrangements.

This position must be filled by someone who lives on-site at Camp Agape or within a reasonable daily commuting range.

The Executive Director supervises this position. A+KB year-round staff participate in at least quarterly feedback and evaluation.

This position may serve as a call for rostered leaders in the Evangelical Lutheran Church in America.

Compensation

Salary Range	\$40,000 - \$42,000 per year
Housing & Utilities	On-site housing option available
Health Care	Employee & dependents only. Portico Silver A+ with Health Savings Account
Paid Vacation	14 days
Paid Wellness Leave	12 Days
Pension	The employer pays in 10% of salary
Continuing Education	Minimum of \$1,150 per year and 6 days
Mileage	IRS rate paid for work-related travel. Staff is encouraged to drive organization-owned vehicles when possible.
Meals	Access to all meals served on camp for staff and family.

To Apply

Email a resume and cover letter as one PDF file to Heather Bachelder at exec@agapekurebeach.org.

Interviews will be granted on a rolling basis.

Any questions regarding this position should be communicated to A+KB Executive Director, Heather Bachelder at exec@agapekurebeach.org.