



Ministry General Information

Ministry Name Calvin Camp and Conference Center	Presbytery	Synod
Email john@calvincenter.org	Preferred Phone 615-556-2843	Website Address https://calvincenter.org/
Mailing Address 13550 Woolsey Rd, Hampton, GA 30228	Alternate Phone/Email 770-946-4276	Community Type
Congregation or Organization Size	Curriculum	Average Worship Attendance
Church School Attendance		
Intercultural Composition		

Information about the Position

Position Requirements	
Position Type(s) Associate Director	Language Requirements English
Experience Required 2 to 5 Years	Statement of Faith required? Yes

Specify Title / PT Work Hours (if applicable)

PROGRAM DIRECTOR

Employment Status

Full-time

Are you open to a clergy couple?

Yes

MDP Application Deadline (if applicable)

2023-11-30

Ministry Requirements

Church Mission/Vision Statement

Mission - TO SPARK GROWTH THROUGH ENRICHING EXPERIENCES AND OUTDOOR ADVENTURES

Vision - Be the Retreat Center of Choice to Spark Physical, Emotional, or Spiritual Transformation

PURPOSE: The purpose of this position is to carry out the mission of Calvin Center in partnership with the Board of Directors and under the supervision of the Executive Director by designing, implementing, and evaluating all Calvin Center sponsored programs.

Tasks, expectations, duties, supervision, assignments, and responsibilities for the position

Year-Round RESPONSIBILITIES

1. Plan, implement, and evaluate existing and new year-round programs for youth and adults within the established budget and time periods.
2. Serve as a resource to develop themes as well as cultivate relationships with guest speakers, musicians, and friends of the Center to facilitate retreats. (Middle School retreat, Confirmation retreat, etc.)
3. In concert with the Executive Director, cultivate relationships with members of the Presbytery of Greater Atlanta, and churches of other denominations; create effective programs accordingly with special attention to both clergy and lay people.

4. Recruit, train, supervise and evaluate all program staff including conference and retreat leadership, weekend hosts, and seasonal program staff.
5. Serve in the development of the overall marketing plan for Calvin Center including social media management.

Summer Program

1. Provide primary leadership for Summer Camping Program.
2. Recruit, train, and supervise Summer Camp Staff.
3. Research and develop Summer Camp curriculum.

Compensation & Housing

Minimum Effective Salary

38000

Housing Type

Housing allowance

MDP - Narratives

How would you describe the congregation's/organization's specific vision for ministry? How will this vision impact the community? Is the congregation part of a ministry vision or program?

For 60+ years Calvin Center has been a place where kids have come for the adventure of summer camp, while others have come to retreat and find rest in the midst of nature on our beautiful campus. For the past 20+ years, many have come to experience the joy and healing of therapeutic horseback riding. Whether you need an exciting adventure or a restful retreat, Calvin Center may be just the place for your group or family. Come be a part of the future here at beautiful Calvin Center.

What is the nature and context of the community in which your congregation lives out its mission/vision? How will you address the emerging needs that are impacting your community?

We live out our **FAITH** by acknowledging Christ as the center of who we are and what we do. Our high level of **INTEGRITY** guarantees excellence and respect in all we do. We value **PEOPLE** as they grow individually and in the community. We seek to meet the needs of our guests through the ministry of **HOSPITALITY**. **STEWARDSHIP** is lived out through faithful utilization of time, talent, finances, and the environment. **EXPERIENTIAL** learning provides ongoing development and growth.

How will this call help complement the responsibilities of other staff/volunteer positions, and the life of the congregation/organization, so that you may accomplish your short and long-term goals for ministry?

The Program Director will provide year-round programming direction, activities, and services while remaining responsive to the ever-changing needs of Calvin Center's communities.

We are currently looking for a person who has a love for summer camps and retreats and people in general. This person should have some experience with camp and retreat centers and have particular strengths in planning and working with people. Let us put it this way, we are looking for somebody to bring some serious fun with enough organization to bring some big crazy programming in a safe and organized manner. We need somebody to spark a raging campfire that is perfect for roasting s'mores and inspiring singing even if slightly off-pitch.

Provide a description of the skills, gifts and training the person you hope will become a part of your ministry must have, to lead the congregation towards the vision and mission established.

1. A follower of Jesus Christ, actively engaged in a local church, and wholeheartedly committed to sharing and living the Gospel in accordance with a Reformed theological understanding.
2. Bachelor's degree and three to five years of relevant camp and conference programmatic experience.

Provide a description of the skills, gifts and training the person you hope will become a part of your ministry must have, to lead the congregation towards the vision and mission established.

3. Demonstrate skills in program development, conference planning, management of people, inventory control and budgeting.
4. Strong public speaking skills to people of all ages and the capacity to effectively communicate the Calvin Center's program opportunities to both groups and individuals are essential.
5. Qualities needed: dependability; adaptability; honesty; congeniality; and resilience.

What areas of ministry do you expect the person called to be responsible for? Share specific tasks, assignments, and programs.

Summer Program

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Administrative

1. Serve as an ex-officio member of the board of directors.
2. Assist the ED in developing the program portion of the Calvin Center operating budget.
3. Engage in annual continuing educational opportunities.
4. Participate in staff meetings taking the initiative to suggest ideas, solutions, etc., to the Executive Director and be willing to undertake additional duties as assigned.
5. Work together with all Calvin Center staff for the welfare of all Calvin Center guests.

The person in this position is a member of the Supervisory Staff and shall be accountable to the Executive Director and the Calvin Center Board of Directors.

Optional Links

Calvin Center

Website - Employment

page - <https://calvincenter.org/employment/>

Calvin Center

Homepage - Homepage - <https://calvincenter.org/>

References

Reference #1

Brady Radford

Board Member

6154974748

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Reference #2

Destiny Williams

Former Camp

Counselor

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Reference #3

Self-Referral Contact Information

PNC

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