



# NOW HIRING – FULL TIME

Shiktehawk Bible Camp (SBC / Camp Shiktehawk) is seeking the **immediate** employment of a **Director of Program & Promotion**. This is a new full-time position.

Shiktehawk Bible Camp, a Christian camp established in 1935, seeks to glorify God in serving our campers, churches and communities. We are a Christ/Bible centered organization seeking primarily to share the love of Jesus Christ through evangelism and discipleship with children of all backgrounds and walks of life. For more information on the camp and this position our website is: [www.campshiktehawk.com](http://www.campshiktehawk.com)

After 80 years of ministry at SBC we have grown to a size and capacity that requires an individual dedicated to the design and implementation of programs for our year-round operation, and to promote these programs to our campers, parents, staff, volunteers, and camp supporters.

## Responsibilities:

- Develop and implement programs for all seasons of camping
- Promote programs and facilities through website development, brochures, social media, video, attending public and church events, etc.
- Build and maintain relationships with owning churches. Work in conjunction with the Executive Director to promote to the churches, community, schools, youth groups etc.
- Connect with campers and staff throughout off-season (development of follow-up program)
- Assist in maintenance of facilities before and after events
- Responsible for the maintenance of program equipment and determining program needs
- Assist in recruitment of volunteers and hiring of summer staff
- Assist in the development and training of summer staff
- Network with camp supporters and volunteers, and seek to involve these people in as many areas of camp as possible.
- Manage summer staff and volunteers in conjunction with Executive Director.

## Qualifications:

- Must have a high level of **Christian commitment** and demonstrated spiritual leadership and maturity in both personal and professional relationships. The Director of Program & Promotion must possess a vision for the ministry of Christian camping.
- Post-secondary education or 4 years of relevant experience. A degree in a related field preferred.
- Must be a *Leader* not a *Doer*
- Self-starter
- Administration skills
- Marketing / Promotion skills
- Technologically inclined
- Creative
- Written and verbal communication skills
- Must be willing to be accountable

## Terms of Employment:

This position is a full-time position. There is a one-year probationary period. Compensation and benefits are covered in the contract and will be calculated based on experience and qualifications.

## Application deadline:

Jan 31, 2016. Resumes can be forwarded Jon MacDonald [director@campshiktehawk.com](mailto:director@campshiktehawk.com) or Shiktehawk Bible Camp, PO Box 869, Florenceville-Bristol, NB E7L 2X8