CAMP LONE STAR
2016 Camp Lone Star Road
La Grange, TX 78945
(979) 968-1657

PROGRAM SPECIALIST – PINES CAMPUS
MINISTRY DESCRIPTION

OVERVIEW
The Pines Program Specialist is to serve Camp Lone Star by carrying out the Mission and Core Values as a member of the Program Ministry Team. This full-time position serves at our Pines Campus in Tomball and reports directly to the Director of Programs.

GENERAL RESPONSIBILITIES
- Daily pursue our Mission: **transforming lives through adventurous Christ-centered experiences by planting seeds of faith, cultivating Christian leaders, and growing the Kingdom of God**
- Daily live our Core Values: **Jesus Focused, Intentional, Pursuit of Excellence, Teamwork**
- Oversee all local community-focused programmed events both onsite and offsite
- Ensure the safety and quality of experience for all guests attending our community events
- Assist with leading our Programmed Events & Outdoor Education program
- Serve as a guest group host and program facilitator
- Assist and perform facility cleaning and preparation
- As a CLS Team member, willing to assist in any task that will further our Mission and live out our Core Values for the transformation of lives and growth of God's Kingdom

REQUIRED QUALIFICATIONS
- Minimum age - 24 years old
- Possess at least a bachelor's degree
- Dedicated Christian with a personal, growing relationship with Jesus Christ in agreement with the Camp Lone Star Statement of Faith and is willing to share their faith in Christ with others
- Possess the ability to lead others in group activities (devotional and recreational)
- Desire and ability to work outdoors with children, youth, families, and adults
- Physical Demands: High physical engagement with youth and adults

DESIRED QUALIFICATIONS
- Is a member in good standing of The Lutheran Church-Missouri Synod either as an individual or as a member of one of its congregations
- Previous experience as a summer staff member of an outdoor ministry site
- Proficient in G-Suite & Microsoft products
- The ability to play guitar and lead a group in singing
- Willing to, or have obtained certifications as Lifeguard, CPR & First Aid
- Experience in the facilitation of a low and high-ropes challenge-course program
- Possess a teachable spirit, self-motivated to learn new processes
- Ability to creatively schedule programs, facilities, and staff
- Demonstrates a servant's heart with integrity, joy, enthusiasm, initiative, self-control, a willingness to learn, a sense of spiritual direction, and the presence of God in his/her life

SALARY AND BENEFITS
- Proportionate with position, education, and experience as per the Personnel Manual and salary structure of Camp Lone Star and in alignment with LCMS - TX District and CCCA standards.

SPECIFIC MINISTRY DESCRIPTION BREAKDOWN

SUMMER CAMP MINISTRY RESPONSIBILITIES (30%)

- Assist in creating, developing, and organizing an intentional and Jesus-focused camp experience for youth, adults, and volunteers attending Camp Lone Star
- Coordinating and scheduling campus visits for summer staff recruitment
- Assist Director of Programs in scheduling recruiters for summer staff recruitment visits
- Assist Community Ministry Specialist on Houston Base Camp program
- Ensure safety of all participants and the upkeep of all equipment used
- Assist in summer camp promotion through Chapel visits to supporting schools
- Assist the Director of Programs in Bible study curriculum writing for day camper and Urban Base Camp use
- Coordinate and support summer staff teams sent to the Pines Campus

OTHER PROGRAM & RETREAT MINISTRY RESPONSIBILITIES (30%)

- Assist the Director of Programs in planning the Chapel visit outline and needs
- Serve as a retreat guest group host and program facilitator
- Assist in set up (before) and clean up (after) guest groups or program groups

FUTURE-OPPORTUNITY MINISTRY RESPONSIBILITIES (20%)

- Explore and research a sustainable Day Camp program that meets the needs of the surrounding Pines Campus community
- Work with the Chief Executive Officer, Director of Ministry Operations, and Director of Programs to fully develop and implement an approved sustainable day camp program that furthers our mission and generates additional revenue

OTHER RESPONSIBILITIES (20%)

- Champion our Mission and Core Values to our campers, guests & other team members
- In partnership with the Chief Executive Officer and Marketing Coordinator to live out a strategic communication plan, by providing content, photos, and information to be used in social media development and posted content to publicize our Summer and Programmed Event ministries
- Assist in facility and laundry cleaning
- Attend approved professional training seminars and conferences
- Attend required staff meetings and devotions
- Assist in evaluating current operating procedures and make recommendations as they arise

EMPLOYMENT APPLICATION

Lutheran Outdoors Ministry of Texas, Inc. d/b/a Camp Lone Star
www.camplonestar.org | 979.968.1657 (o) | employment@camplonestar.org

APPLICANT INFORMATION

Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Desired Salary		
Position Applied for			
Are you a citizen of the United States? YES ☐ NO ☐	If no, are you authorized to work in the U.S.? YES ☐ NO ☐		
Have you ever worked for this ministry? YES ☐ NO ☐	If so, when?		
Have you ever participated in, been accused or convicted of, or pleaded guilty or no contest to any abuse or sexual misconduct? YES ☐ NO ☐			
Have you ever been convicted of a felony? YES ☐ NO ☐	If yes, explain		

EDUCATION

High School			Address		
From	To	Did you graduate?	YES ☐	NO ☐	Degree
College			Address		
From	To	Did you graduate?	YES ☐	NO ☐	Degree
Other			Address		
From	To	Did you graduate?	YES ☐	NO ☐	Degree

REFERENCES

Please list three professional references.

Full Name	Relationship
Company	Phone ( )
E-mail	
Full Name	Relationship
Company	Phone ( )
E-mail	
Full Name	Relationship
Company	Phone ( )
E-Mail	

PREVIOUS EMPLOYMENT

Company			Phone ( )
Address			Supervisor
Job Title		Starting Salary $	Ending Salary $
Responsibilities			
From To	Reason for Leaving		
May we contact your previous supervisor for a reference? YES ☐ NO ☐			
Company			Phone ( )
Address			Supervisor
Job Title		Starting Salary $	Ending Salary $
Responsibilities			
From To	Reason for Leaving		
May we contact your previous supervisor for a reference? YES ☐ NO ☐			
Company			Phone ( )
Address			Supervisor
Job Title		Starting Salary $	Ending Salary $
Responsibilities			
From To	Reason for Leaving		
May we contact your previous supervisor for a reference? YES ☐ NO ☐			

IN YOUR OWN WORDS, DESCRIBE THE JOB & IT'S IMPACT THAT YOU ARE APPLYING FOR AT CAMP LONE STAR?

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature	Date