

Job Posting
2027 Earth Camp Director
St. Andrew Lutheran Church

Reports to:	Lead Pastor
Status:	Independent Contractor
Compensation:	\$5,000 (stipend)
Start Date:	Upon hire
Camp Week:	June 21-25, 2027

Job Summary

The Earth Camp Director is responsible for planning and executing Earth Camp 2027 with the assistance of the Earth Camp Assistant Director. Earth Camp is a summer day-camp for elementary-aged kids with the mission of teaching kids to connect with the earth on a physical, emotional, intellectual, and spiritual level.

Pre-Camp Essential Functions:

- Gather and review feedback from last year's Earth Camp
- Develop the theme for the week in collaboration with the Lead Pastor
- Recruit, train, and supervise all volunteers
- Communicate regularly with parents, volunteers, and the church community
- Order and oversee the preparation of all materials needed for camp
- Advertise upcoming camp via announcements in worship, articles in Weekly News, local media, and social media
- Create master schedule of classes
- Create the Earth Camp groups based on age/grade and special requests
- Coordinate with Assistant Director on registration, scheduling, parent communication, volunteer and instructor communication, and volunteer training including our safe child policy and best practices
- Publicize the camp via announcements in worship, articles in Weekly News, and social media
- Lead pre-camp volunteer meetings and training

Camp Week Essential Functions:

- Oversee all areas of camp
- Manage behavioral issues
- Contact parents if necessary due to a camper's behavior or health
- Help set-up and tear-down camp each day
- Contact volunteers in the evening with notes for the next day
- Manage crises as they arise

Minimum Qualifications:

- A firm belief in faith-centered eco-care
- Strong verbal and written communication skills
- Ability to create and manage schedules and budgeting
- A general familiarity and alignment with the core values of St. Andrew
- Ability to speak in a public forum

Physical Requirements:

- Able to commute to the church building and other meeting locations
- Able to be on your feet for several hours in a row (standing, walking, navigating terrain)
- Able to speak in a public forum

Core Competencies:

- **Attention to Detail:** Consistently attends to the many small pieces which must be assembled into an organized whole; follows up on missing or out of balance items; resolves unanswered questions needed to address a problem; keeps the larger picture in mind while tending to the smallest of details.
- **Decision Making and Problem Solving:** Uses sound logic to approach difficult problems and apply effective solutions; can distinguish between symptoms, causes and implied solutions; decides in a timely manner based upon a blend of research, experience, risk-taking and judgment.
- **Conflict Management:** Understands the dynamics of human negotiation among conflicting interest groups and how to achieve mutual agreement; embraces constructive conflict as a means to promote growth; reads situations quickly; can find common ground and get cooperation with minimal anxiety.
- **Ethics and Values:** Honors the core values and beliefs of the organization in his/her choice of behaviors; consistently embodies appropriate behavioral choices in both stressful and non-stressful situations; practices the behaviors they advocate to others.
- **Interpersonal Skills:** Establishes good working relationships with all others who are relevant to the completion of work; works well with people at all levels of the congregation; builds appropriate rapport; considers the impact of their actions on others; uses diplomacy and tact; is approachable; avoids communication triangles.
- **Written Communication:** Is able to write clearly and succinctly; employs correct grammar, punctuation and patterns of speech; clearly delivers messages in a tone appropriate to the context.
- **Motivating Others:** Creates a climate in which people want to do their best; can motivate employees, volunteers and members; empowers others; invites shared input and decision making; makes each individual feel that his/her work is important.

Application Process

To apply, please email your resume and cover letter to pastorallison@standrewlutheran.com. Cover letter should include what you would bring to this position and how you see yourself fitting in with the core values of St. Andrew.