



Position Description

June 2024

Position: Ebert Ranch Program Director

Qualifications:

1. A Christian in support of the mission of the Lutheran Church and Cross Trails Ministry;
2. Experience and desire to develop and lead creative, faith-based summer camp and retreat programs for youth, adults and families;
3. Desire to provide exemplary hospitality to all ages, year-round;
4. Strong work ethic and ability to work up to 6 days per week in the summer and an average of 5 days per week, which will include an average of 2 weekends per month, in the non-summer season;
5. Strong organizational, interpersonal, and communication skills;
6. Ability to supervise others, work on a team or alone, and show creative initiative;
7. Ability to maintain a high level of confidentiality and professionalism;
8. Year-round camp experience preferred, at least two seasons of camp experience required;
9. Possess or be physically able and willing to learn basic western horsemanship and obtain Certified Horsemanship Association Level 1 certification;
10. Possess or be physically able and willing to obtain other required program certifications;
11. Possess a good driving record and be at least 21 years old, 25 or older preferred;
12. College degree in related field preferred.

Responsibilities:

1. Take primary responsibility for developing and leading Ebert Ranch summer camp programs;
2. Take a lead role in the team developing the Cross Trails Ministry summer theme and curriculum;
3. Take a lead role in the team developing Cross Trails Ministry programmed retreats for all ages;
4. Host rental retreats and day events for all ages and backgrounds at Ebert Ranch, Camp Chrysalis and off-site locations as requested;
5. Take a lead role in recruiting, training and supervising seasonal staff;
6. Work with the Ebert Ranch Caretakers to coordinate the Ebert Ranch small animal and garden program;
7. Maintain records for Cross Trails Ministry, the American Camp Association and regulatory agencies;
8. Submit record of expenses, help to develop and work within the Cross Trails Ministry budget;
9. Oversee ordering, inventory and maintenance of all necessary program equipment;
10. Take primary responsibility for ensuring the safety of all who participate in Ebert Ranch programs;
11. Develop meaningful connections with church and community leaders, rental guests, campers, volunteers, staff and donors and represent Cross Trails Ministry and its mission well with all;
12. Be willing to help with other areas as requested for the betterment of the ministry.

Compensation:

Salary based on experience \$27,500 - \$33,500

Permanent three bedroom/two bath private housing is available located away from guest areas on Camp Chrysalis' property near Kerrville, Texas. Water, electric, septic and trash are paid.

During summer camp and when hosting retreats, a private cabin is provided at Ebert Ranch Camp.

Health insurance premium paid in full for the employee and dependent children.

Simple IRA retirement match

This position will begin in Fall 2024.

To apply send a cover letter and resume to:

Submit a cover letter and resume to Executive Director, Deanna Christensen at Deanna@crosstrails.org.