



St Dorothy's Rest

Camp and Retreat Center

*Creating Community and Belonging through
Hospitality and Nature since 1901*



THE OPPORTUNITY:

Overview of the position, who we seek and where we are

ST DOROTHY'S REST is a 125-year-old institution of the Episcopal Church in the Diocese of California: a camp and retreat center rooted in hospitality, healing, and outdoor ministry. We are at a pivotal point in our storied history, and are seeking a new Executive Director to help shape the future of this beloved "place of rest."

We are seeking a leader who is authentically excited about our mission, and about guiding

us forward in health and strength. The Executive Director will need to be effective in personnel management, networking and fundraising. They will be a community-builder, helping to forge new partnerships, and have established credibility as a nonprofit leader and ministry advocate.

St Dorothy's programs are intentionally LGBTQ+ affirming, and seek to be equitable, anti-racist, and anti-patriarchal. The Executive Director should have proven experience leading organizations with similar values, and confidence communicating their importance.

THE ORGANIZATION: Overview of the place and programs



ST DOROTHY'S WAS FOUNDED in 1901 by Nellie and The Rev James Otis Lincoln, in memory of their young daughter Dorothy, who died in childhood from meningitis. Nellie's vision for St Dorothy's was to be a place of rest, where critically-ill children could get respite from urban life and experience healing in nature. That vision for healing and rest has continued to shape our ministry ever since. In 1945, St Dorothy's was incorporated as an institution of the Episcopal Diocese of California. We are proud to continue the Lincolns' legacy as the oldest continuously-operating summer camp west of the Rockies.

St Dorothy's property occupies 7 acres in a redwood forest, part of the town of Camp Meeker, California. Twelve historic cabins and lodges are nestled into the hillside, adjacent to a 350-acre public preserve, which St Dorothy's helped establish. Those 350 acres are laced with trails that connect St Dorothy's to the Pacific Ocean, over 12 miles away. Campers of all ages hike this trek in the summer, a weekly tradition and rite of passage that spans many decades. Lodging and

activities for guests are spread throughout the buildings, hiking trails, play spaces, and a nearby swimming pool. At the heart of it all sits a 125-year-old redwood chapel, a sacred place of prayer, connection, conversation, and healing for all people.

CAMPS AND RETREATS

ST DOROTHY'S HAS TWO OPERATIONAL SEASONS: summer camp and retreat season. In the spirit of Nellie Lincoln, our 8 weeks of camp provide experiences rooted in creativity, inclusivity, and deep connection to nature. Camps serve children and youth ages 5–18, including a specialized "Transplant Camp" session, operated in partnership with **Lucile Packard Children's Hospital at Stanford**.

Decades-long partnerships with organizations like **YES: Nature to Neighborhoods** in Richmond, CA, allow St. Dorothy's to receive grant funding and welcome campers beyond the Episcopal Church. Partnerships with YES and others ensures our camps are accessible to children who might otherwise never attend camp.



St Dorothy's is known for its quirky, spirited, and radically welcoming camp culture. Campers are encouraged to express themselves fully, whether paddling the Russian River, or donning a costume from the extensive costume room for skits or a game of counselor hunt. Leadership development is woven throughout the program, empowering young people to grow in confidence, empathy, and resilience. Traditions, nightly campfires, backpacking trips, and community rituals foster awe for the natural world and a sense of belonging that many campers say have a life-long impact.

Camping out (above); Arts-and-Crafts (left)



Retreat partners include organizations from both the Diocese of California and the Diocese of Northern California: board and discernment retreats, clergy and colleague groups, small groups, and individual and sabbatical retreats.

Beyond the Episcopal church, St Dorothy's welcomes retreat groups from organizations whose mission and purpose aligns with our own. Some annual guests are recovery groups, groups focused on environmental advocacy or community development, artist-and-writer groups, and other socially-engaged organizations.

St. Dorothy's is situated in the close-knit and densely populated town of Camp Meeker, which has about 400 residents. We occasionally offer programs such as a holiday party or small-venue concert series specifically for the surrounding community.

LOOKING FORWARD

ST DOROTHY'S IS ENTERING an exciting time of revitalization. Key projects on the horizon include planning and fundraising for major capital improvement projects, expansion of partnerships with like-minded organizations, and strengthening our relationship in the community for the sake of more effectively stewarding the land we share.

The ideal candidate is an executive who can successfully lead the organization through these significant developments. This will require an aptitude for working with both Church and community leadership, as well as key volunteers and donors.

An experienced Interim Director, Patty Olson-Lindsey, has led the organization for the past year after disruptions caused by the pandemic and a series of organizational changes. We are now well on the path to revitalizing our ministry with renewed support from leaders, donors, staff, and volunteers.

The Board is ready to call the next Executive Director to continue leading St Dorothy's, and building on the initiatives begun during the interim period.

LEADERSHIP COMPETENCIES

STRATEGIC LEADERSHIP: Work closely with the Board of Directors, staff, and community to advance the vision for programmatic growth and organizational excellence

TRANSPARENT & COMPASSIONATE COMMUNICATION: Excellent oral and written communication skills and a high level of emotional intelligence

TEAM DEVELOPMENT & STAFF SUPPORT: Recruit, equip, and empower staff to maximize organizational capacity. Lead the organization with maturity and grace, providing opportunities for St Dorothy's Rest staff to grow and develop

OPERATIONAL AND FINANCIAL ACUMEN: Lead and manage the organization with an acute sense of balancing both its mission and fiscal health

COLLABORATIVE LEADERSHIP: Actively communicate and coordinate with the Board of Directors and other key stakeholders to ensure the ultimate success of St Dorothy's Rest

CULTURAL COMPETENCIES & VALUES

RADICAL HOSPITALITY & WELCOME: Inhabit a posture of hospitality, welcoming all guests to a place of rest

TRAUMA-INFORMED & YOUTH CENTERED: An individual who centers young people's dignity, voice, and safety, and values supporting programs that recognize the impact of trauma and intentionally foster trust, empowerment, and healing

STEWARDSHIP OF PLACE & LEGACY: Bring a passion for the mission of St Dorothy's Rest, actively inspire and engage others in the ministry

EQUITY, INCLUSION, AND BELONGING: St Dorothy's programs are intentionally LGBTQ+ affirming, and seek to be equitable, anti-racist, and anti-patriarchal. The Executive Director should have proven experience leading organizations with similar values, and confidence communicating their importance

COMMUNITY COMPETENCIES

RELATIONSHIP-BUILDING AND DONOR ENGAGEMENT: Prior experience in fundraising strategy, donor engagement, and long-term relationship building

DIOCESAN & CHURCH PARTNERSHIP: Utilize experience leading an Episcopal institution and competency communicating, networking and advocating within a Diocesan structure to build partnerships promoting St Dorothy's

COMMUNITY PARTNERSHIPS & VISIBILITY: Serve as a dynamic public face of the organization in many contexts including the Diocese of California, the Diocese of Northern California, non-profit partners, campers and families, retreat guests and the local community

PROGRAM COMPETENCIES

PROGRAM QUALITY & SAFETY: St Dorothy's hires seasonal staff for camp, however ultimate responsibility for the program, reputation, and participant safety falls to the Executive Director

CAMP & RETREAT OPERATIONS KNOWLEDGE: This leader should have understanding and experience in program design, group dynamics and community development

CREATIVE PROGRAM DEVELOPMENT: Empower program leaders and camp staff to plan and facilitate enriching, safe, transformation programs for children, youth and families

FACILITIES & GROUNDS AWARENESS: The leader should have an understanding in the facilities and grounds management and project management



Bishop Austin Rios leading campers in a campfire song (left); Chapel madness (below left); Dance party in the redwoods (below)



KEY RESPONSIBILITIES:

- Lead with integrity, balancing mission and financial sustainability
- Equip and empower a talented staff
- Fostering a culture of grace, growth, and collaboration within the organization
- Partner closely with the Board of Directors to develop and advance strategic goals and programmatic excellence
- Cultivate donor relationships and develop diversified fundraising strategies
- Serve as a dynamic public face of the organization
- Intentionally develop long-term relationships between St. Dorothy's and a broad spectrum of stakeholders including: leadership of both the Diocese of California and Diocese of Northern California, non-profit partners, campers and families, retreat guests, and the local community in Sonoma County

IDEAL CANDIDATE HAS:

- Passion for camping and retreat ministries
- Experience in nonprofit leadership, including budgetary responsibility
- Demonstrated skill with fundraising, grant cultivation, and financial management
- Previous experience soliciting gifts from major donors
- Ability to be both an emotionally intelligent communicator and dynamic spokesperson
- Experience managing a camp or conference center; understanding of the responsibility to oversee youth programs, hospitality functions, facilities management, and organizational development
- Proven experience in relationship-building across diverse communities and stakeholders
- Enthusiasm for expanding St Dorothy's visibility among the Diocese of California, Diocese of Northern California, partner organizations and other potential guests and participants
- Knowledge of American Camp Association (ACA) standards and accreditation process

QUALIFICATIONS

- Bachelor's degree or equivalent experience preferred
- Proven success in nonprofit administration, board collaboration, fundraising and team leadership
- Previous experience intentionally incorporating anti-racism and anti-patriarchal principles in organizational leadership and programs
- 3-5 years of experience as an Executive Director of a camp & retreat/conference center
- Comfortable and familiar working within the Episcopal Church environment, or other denomination at the institutional level

COMPENSATION & BENEFITS

- Salary: \$80,000–\$90,000
- Benefits: medical, dental, life, disability, employer-matched retirement account
- Paid sick leave, vacation, and holidays
- On-site housing available but not required
- A regular work week can include weekends providing hospitality or travel to Diocesan events. The Executive Director should expect to be available for support and consultation during summer camp season
- Primary office onsite and travel throughout the region required, promoting St. Dorothy's in the dioceses of California and Northern California



The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:

- Must be able to lift 40 pounds
- Must be able to walk steep roads paved and unpaved
- Must be able to remain stationary 50% of the time-performing office type duties



TO APPLY

Send an email with cover letter, current résumé, and references to jobs@stdorothysrest.org

***“Oh, the winds of God are blowing,
so keep your sails unfurled,
and the winds of God will take you
to safe harbors of the world.”***

*— Lyrics from a song written by Nellie Lincoln and sung
as part of our end-of-day ritual every night at camp.*