



GRAPHITE BIBLE CAMP

702 Graphite Road, RR # 1, Maynooth, ON, K0L 2S0

www.graphitebiblecamp.com office@graphitebiblecamp.com 613-338-5622

Director

Full Time Year-Round Position

General:

The Director leads the mission and vision of the organization by providing leadership, direction, and management of Graphite Bible Camp. The Director is responsible for executing the direction as set by the Board of Directors and oversees the financial health, board governance, and communication, both internally and externally. The Director reports to the Board of Directors and collaborates with the Board of Directors to develop goals and strategies related to the ministry. The Director builds and maintains strong relationships with community organizations, churches, and other external partners to further the mission.

Qualifications:

1. To understand that this position is not only a job, but also a ministry to proclaim the Gospel of Jesus Christ.
2. To be a mature and growing Christian and support the overall Theology according to New Testament Principles.
3. Have leadership experience and possess strong leadership skills.
4. Must be at least 25 years old.
5. Have a servant attitude and a gracious spirit
6. Be self-motivated and well organized

Duties:

Year round

1. Work with the Board of Directors to Fulfill the Mission
2. Program Development
3. Summer Camps and Off Season Activities
4. Oversee all Staff and Volunteers
5. Host Groups Using our Facilities
6. Public Relations
7. Disciplinary Issues
8. Maintenance, Safety and Legalities
9. Oversee Financial Activity
10. Other Administrative Duties

Schedule, Wage & Benefits:

1. Full-time expectation
2. Salary to be negotiated
3. Housing to be discussed

To apply:

Interested candidates should submit a resume and cover letter to graphitebiblecampboard@gmail.com
A full job description is available upon request.