September 01, 2021

Camp Arnes is seeking to fill the position of Executive Director.

Camp Arnes is located north of Gimli Manitoba on the western shores of Lake Winnipeg on a 160 acre parcel of land on water front. Camp Arnes provides a seven week Christian camping experience during the summer that provides activities including but not limited to: horseback riding, archery, high ropes courses, and a climbing wall. Campers will engage in water front activities including kayaking, canoeing, swimming, and indoor swimming. Other activities include laser tag, paint ball, games, crafts, singing and daily Bible lessons. Camp Arnes also provides a one to two year discipleship training program called Forge for young adults training for future camp leadership or other ministry. During the fall, winter and spring months Camp Arnes offers outdoor education to schools, boys and girls clubs, and rentals for church youth groups, families and community groups.

Camp Arnes is an extension of the ministry of the Church, owned and operated by Lake Winnipeg Mission Camp Society, Inc., founded in 1949 by a group of Mennonite Brethren laypeople, and is dedicated to challenging guests with exemplary Christian living, spiritual nurture, character and leadership development in a wilderness environment.

Building on the goals of the founders, the Society strives to demonstrate innovation and leadership in carrying out Christ's Great Commission to "preach the good news" to all people (Matthew 28:18-20).

Camp Arnes became reality out of a deep desire to provide training in discipleship for children and youth and a firm conviction that the retreat setting was an effective tool to this end, Camp Arnes wants to provide guests with an exceptional atmosphere for inviting them to experience Christ as Lord and Savior (John 3:16 & 17); develop Christian character and leadership qualities through role modeling and formal teaching; provide an outstanding setting and opportunity for recreation and relaxation; foster a sensitive attitude to nature and the management of our environment (Psalm 8:1-9) and offer a camping experience to people of diverse cultural, ethnic and church heritages while recognizing our responsibility to the Mennonite Brethren community of Manitoba

The Mission of Camp Arnes is to lead young people to a growing, meaningful relationship with Jesus Christ through adventure in creation.

FUN - We value a spirit of fun through a shared experience of play and adventure.

RELATIONSHIPS - We value relationships as modelled by Jesus: authentic and filled with grace and love.

EXCELLENCE - We value opportunity to challenge and inspire people towards excellence for the glory of God.

JOB DESCRIPTION

EXECUTIVE DIRECTOR

Reports To: Board President
Date Created: September 01, 2021
Date Updated:

Department: Administration

SUMMARY STATEMENT

The Executive Director of Camp Arnes functions as the Chief Executive Officer. The Executive Director is responsible for carrying the vision of the organization with the Board, implementation of policies set by the Board as well as to set strategic annual goals and direct financial status, programs, and administrative management of the organization. Guidance and direction is provided by the President of the Board, and by the Board's Executive Committee.

RELATIONSHIPS

Reports to: Board President

Internal Contacts: Board of Directors, Senior Leadership Team (Operations/Maintenance Director, Forge Director, Marketing Director, Summer Program Director, Outdoor Education and Safety Training Director), Bookkeeper, Office Manager, Booking Coordinator, Registrar.

External Contacts: Churches, public, parents, vendors, government agencies, cottage owners, donors, volunteers, Alumni, constituents.

QUALIFICATIONS/CRITERIA

1. Have a mature, personal commitment to Jesus Christ that is evident in ones character and interactions with staff, guests, family and friends
2. Must exhibit a genuine love for kids and guests with a willingness to serve their interests before their own
3. Ability to lead a staff team, manage inter-staff relations and mediate issues for and with staff with compassionate leadership
4. Knowledge of industry standards and government regulations
5. Computer skills in Microsoft Office, excellent organizational skills with capacity to engage in strategic thinking
6. Excellent written and verbal communication skills, ability to speak in public and with donors/supporters
7. A valid child abuse registry check and criminal record check
8. Agreement/support of Camp Arnes Mission Statement, Code of Conduct and Statement of Faith.
9. Openness to mentorship and growth
10. Proven experience in senior leadership and administration is needed, camp ministry experience is preferred
11. Faith based Post-Secondary Education is an asset
12. Requires flexibility in work hours as required to fulfill duties

SPECIFIC MAJOR RESPONSIBILITIES

Development and Growth

1. Develop and facilitate annual fundraising strategy
2. Direct communications strategies and tactics with key constituency groups
3. Maintain relationships and network with supporters and donors be they individuals, churches, pastors, businesses and various organizations for the day-to-day, capital and staffing needs
4. Represent Camp Arnes in public matters
5. Nurture and inspire a vision for camping ministry and the mission / values of Camp Arnes with staff and donors.

Administration & Organizational Leasership

1. Responsible for overall leadership of staff in the development and implementation of short and long range plans, strategic plan and policies
2. Facilitate the development of the annual budget, ensure proper stewardship of all finances
3. Work with the Senior Leaders to prepare and manage the annual operational strategy
4. Implement plans and policy drafted at the request of the Board of Directors
5. Implement and communicate board policies to staff and key constituents
6. Attend monthly board meetings to report on key areas such as budget, capital improvements, staffing, legal issues, successes and improvements and prepare for the AGM
7. Facilitate regular staff and quarterly meetings
8. Guiding the direction of the camp in daily activities to meet the vision
9. Develop procedures for the safe, effective and harmonious operation of the camp
10. Ensure appropriate record keeping is being undertaken in all areas of administration

Human Resources

1. Oversees the human resources function to ensure optimum staffing and placement, recommending policy changes to benefits, compensation, employment, training and other areas as appropriate
2. Act as the Human resources head officiating all hiring and dismissals of fulltime staff
3. Provide for spiritual personal and professional growth opportunities for leadership staff. Monitor the physical, spiritual and emotional wellbeing of all year round staff
4. Articulate and inspire the vision, goals, strategy, mission and direction of the organization to staff, current and potential supporters and constituents

INSTRUCTIONS

Please submit all applications complete with Cover letter, Resume with three (3) references to the Camp Arnes search team.
Attention: Hans E. Boge, hanseb@boge-boge.com

We thank all applicants for their submissions, only successful candidates will be contacted.