Christian Church (Disciples of Christ) in Tennessee Youth Program Director

The Christian Church (DOC) in Tennessee is accepting applications for a part-time Program Director. The position is open to those who may have heard the vocational call to ministry and/or who are interested in working with youth in a camp atmosphere as well as encouraging others to experience and renew their spiritual life in a natural setting. The applicant must be a self-starter and enjoy working with youth. Preference will be given to those who are at least 25 years old.

**Period of Employment:** March 15 – October 15, 2020

**Start Date:** March 15, 2020

**Location:** Christian Church in TN. Regional Office, 4006 Ashland City Hwy. Nashville, Tennessee & Bethany Hills Camp and Conference Center, 1080 Bethany Hills Road, Kingston Springs, Tennessee.

**Part-time Salary:** $7,500 for 7 months, with additional money budgeted for travel expense.

**Job Description:** As the CC(DOC)TN Bethany Hills Camp Program Director your primary role will be part of the camp atmosphere. You will be expected to help care for many facets of camp based on the needs of the director for each camp group. You’ll be expected to plan, lead, and be in contact with the directors of each camp every day to help them run things smoothly. You’ll have a meeting each week with the camp staff during the camping season (late May through July) to assess how your week is going and to make sure that you and the camp staff are on the same page. You will also need to check in with our camp manager to find out about general needs. Along with camp staff meetings you will be expected to attend the Regional Staff meetings at the Regional Office.

The Program Director will also be responsible for ensuring that social media/marketing is visible, attractive, vibrant, and up to date. She/he will also make sure that all policy and procedures and camp and retreat forms are updated and that the policy and procedures are followed by all who participate in youth events.

The Program Director will also train directors and counselors and ensure all paperwork is correct and in order and turned in to the Regional Office in a timely manner. The PD will assist the Camp and Conference Commission in attaining
directors for all camps and retreats. The PD will be responsible for attaining current curriculum and distribute to all parties. Part of the curriculum is to include outdoor and character education and provide work projects for all camps.

The PD will oversee ordering and distributing the annual T-shirts for camps. Along with that responsibility she/he will oversee promotional items to be sold throughout the year.

The PD will ensure that the camp staff is involved in camp life and be in constant contact with the BHC Camp Manager.

The PD will attend all camp staff meetings.

The PD will also visit and encourage churches, organizations, and schools to utilize the facilities at Bethany Hills.

**The PD will be responsible to the Regional Minister and will assist in any other regional or camp duties assigned and collaborate with the Camp Manager and Camp and Conference Commission.**

The PD will also oversee spring and fall retreats as well as youth events at the Tennessee Disciples Regional Assembly.

The PD will hold youth events around the entire region especially targeting those who cannot or do not come to summer camp. She/he will also travel to different areas within the region, make phone calls, and provide communication and social media contact to encourage ALL youth to participate in ALL regional events.

The PD will facilitate and be responsible for TCYF cabinet and all meetings along with cabinet interviews.

**The Program Director will be employed by the Christian Church (Disciples of Christ) in Tennessee and will be under the supervision of the Regional Minister.**

**Application Deadline:** March 10, 2020

**Return Completed Application to:** CC(DoC) Regional Office, 4006 Ashland City Highway, Nashville, TN 37218 [(615) 646-3705] or email to rbuck@colliervillechristian.org.