



Program Director (year-round position) – Job Posting

The main responsibilities of the Program Director are to design, lead and manage programs and program staff throughout the year.

- Reports to the Executive Director.
- Will be expected to make decisions in line with Camp's mission/vision statement.
- Will be working in collaboration with a year-round staff team where needed.
- This position will be expected to provide leadership, strategic direction and sound management to all program areas within the organization.

The Program Director is responsible for:

- Program design and delivery of all programs throughout the year
- Developing strategic program plans with the Executive Director to optimize capacity in pursuing program initiatives, projects, and priorities in support of Camp Crossroads.
- Hiring Summer Staff in collaboration with the Ministry Director.
- Recruiting and processing volunteer staff as needed.
- Staff Training in collaboration with Executive Director and Ministry Director
- Managing program equipment, organizing, keeping inventories and program purchases
- Preparing and managing year-round program budget
- Program Development – researching and developing short/long term ideas.
- Preparing and presenting reports when needed by the Executive Director.
- Managing risks associated with programs. Working with the Executive Director.
- Program/Maintenance overlap. I.e. Building/maintaining ice rink and tube run
- LIT interviews – Collaborate with Ministry Director
- Meeting with current/future stakeholders to assess current needs.
- Community outreach through camp programs.
- Extra time would be focused on assisting where needed most at camp.

Qualifications:

- Personal relationship with Jesus Christ, a desire to grow as a follower, and evidence of a growing relationship with God.
- Possess a college or university degree in a related field.
- Servant Leader, coachable and flexible
- Past experience in program design and delivery
- Capacity in developing, leading and managing others
- Strategic thinking skills
- Capacity to build healthy relationships while keeping staff accountable
- Strong oral and written communication skills
- Excellent management and organizational skills
- Valid Driver's license

Work Environment

- Required to live on site. Will be required to work evenings and weekends as needed. May be required to travel for meetings

Remuneration

- Fair Market Value
- Job Start Date: November 16, 2026 (somewhat flexible)

Accommodations are available but limited to what is currently on site.

Anyone wanting to apply to this job needs to submit a current resume and cover letter to Andrew Hiebert

Contact: andrew@campcrossroads.com