



A MINISTRY OF
one hope
CANADA



Assistant Director Job Description

Role Title: Assistant Director

Reports To: Camp Director

Introduction

Under God's blessing the ministry of Gimli Bible Camp is developing and growing. A full time Assistant Director to assist with the ministry is needed to enhance the effectiveness of the camp for the future. Gimli Bible Camp has a strong summer ministry to children and youth along with guest retreat ministry during the rest of the year.

Overview

One Hope Canada is considered a Religious Order under the provisions of the CRA and as such, missionary employment with One Hope Canada is seen as following God's unique invitation. Members, and those aspiring to be members, must be in agreement with standards of spiritual and personal suitability, and are therefore required to sign a Statement of Affirmation annually.

Primary Objectives

- To present the Gospel, particularly to those having the least opportunity to hear of Christ, and especially to children and youth, and to disciple believers for living and serving through His church
 - The salvation of the lost and spiritual growth of the saved is our major objective. "So that we may present everyone perfect in Christ Jesus."
Colossians 1:28
- To accomplish this objective through camping ministry by effectively working with a team to manage programs, the site, administration, and all other activities related to Gimli Bible Camp

SPIRITUAL QUALIFICATIONS

- Truly born again (1 Peter 1:25)
- Spiritually mature and growing (Philippians 3: 10-16) Be of sound Christian character (1Thessalonians 2:10-12)
- In good standing with an Evangelical Church
- Called to this ministry
- Passion for the Gospel and for Christian ministry to people of all ages
- Be able to subscribe, without reservation, to the One Hope Canada doctrinal statement, as well as to the principles and practices of the Mission

JOB QUALIFICATIONS:

- Experience in Christian camping with children and youth preferable
- Self-motivated
- Some managerial and office experience would be helpful
- Ability to work well with the public
- approachable in nature and gracious in all communication and conduct
- Time management
- Be able to see and cast vision for expanding ministry endeavours
- Be willing to submit to authority and always mindful of teamwork in all that is done
- Be capable of presenting the ministry of GBC when called upon to do so
- Financial management
- Leadership skills in planning and organizing volunteers
- If married, the applicant should have the whole-hearted support of their spouse. The spouse should be viewed as a partner in this ministry; however, the couple (not the Camp/Ministry Board) shall determine the extent of the spouse's direct involvement in the work.

Responsibilities of the Assistant Director will include:

- Take a leadership role in the summer ministry
- Hosting rental groups
- Build relationships with churches, pastors and youth pastors
- General maintenance and repairs
- Administrative tasks as already gifted or desire to be trained
- Help in recruiting volunteers and summer missionaries
- Interest in missionary work with children at camp
- may be asked or may ask to attend board meetings when needed. A written report and/or work journal is expected monthly for use by Director/Board. This is to be given to the Camp Director at least 24 hours prior to Board meetings.

The Assistant Director is an ambassador of the Camp and must seek in every way possible to establish and maintain good public relations with the community, but without compromise of Biblical standards.

COMPENSATION

The accepted candidate is expected to raise personal support for this faith missionary role. GBC camp will commit \$15,000 per year as a base support, and the candidate is expected to raise an additional \$15,000 per year.

EXPENSES

The Camp Board is to include in its annual budget an amount for travel expenses, conferences, outreach, etc.

HOLIDAYS

3 weeks of vacation annually, with pay, after having served one year.

TERM

The position of Assistant Director is taken with the understanding that it is for a period of at least three years (first year being probation).

-- dated, December 17, 2019 — to be reviewed annually