



Dorion Bible Camp (DBC) A Bible camp of CSSM Ministries



Ministry Director Role Description

Ministry Overview

Dorion Bible Camp & Conference Centre is located on the shores of Lake Superior, one hour east of Thunder Bay, Ontario and is one of 42 camps owned and operated by [CSSM Ministries](#). The camp has been in operation since 1946 in Dorion seeking to minister to children and youth from 7—17 years of age. DBC provides 6 weeks of overnight camp which accommodate just over 500 campers per summer. The camp is able to run four season programs including winter camping and retreats. The goal of DBC is to offer a variety of fun and activities in a strong Christian context for the campers.

Our facilities consist of two properties. The east property is where the summer camp and children's program are held. The west property is gradually being developed to expand our summer camp and is currently used for retreats throughout the year. This property presently has a year round lodge on it called Eagles Nest, hiking trails, a creek, a beautiful view of Black Bay, and Mt. Lister our 40 foot climbing tower with zip line. The permanent staff housing and camp offices are also on this property.

Position Overview

Under the general supervision of the Ontario Field Director CSSM Ministries and with the guidance of the Dorion Bible Camp Ministry Board of Directors (MBOD), the Ministry Director (MD) is responsible for the overall ministry and operation of the Camp. The MD leads, operates and oversees Dorion Bible Camp in a manner that provides the finest possible platform for the proclamation of the Gospel, the ongoing stability of the Camp, the safety of all persons on the property, and the operation of the property in compliance with industry standards and standards set by CSSM and the DBC Board of Directors. The Ministry Director leads the staff team in serving volunteers as they minister to children, young people, and adults. These responsibilities are to be carried out in a manner that will glorify Jesus Christ and fulfill the Mission Statement to the highest standard of excellence possible.

Main Responsibilities

1. Leadership

- Facilitates and evaluates the spiritual growth and leadership of the camp's ministry
- Ensures the implementation of the Vision and Mission as set by CSSM and the Board of Directors
- Develops long-range and annual plans with measurable objectives
- Facilitates a unified team who clearly understand their mission and purpose

2. Collaboration

- Serves under the leadership of the Ontario Field Director with the guidance of the Ministry Board
- Networks and builds strong relationships with the community, pastors, churches, supporters, regional CSSM camps and other camp user groups

3. Supervision

- Directly supervises leadership staff (i.e. Program Manager, Food Services Manager, Site Manager and Office Administrator)

- Recruits, appoints, supervises, dismisses, leads, encourages and regularly evaluates staff (annual performance reviews a minimum)
- Empowers staff to effectively accomplish their position descriptions
- Resolves disputes via proactive initiatives, trouble-shooting and mediation
- Fosters an environment for spiritual growth
- Oversees training opportunities for staff development

4. Administration

- Develops, manages and reviews annual MBOD-approved operating budget
- Provides input for capital budgets as required
- Ensures proper negotiation and authorization on all contracts
- Ensures proper accounting of income and expenses
- Provides MBOD with reports and regular communication on camp operations
- Attends MBOD meetings
- Is familiar with current camp related issues and trends
- Ensures compliance with legalities and regulations

5. Promotion and Marketing

- Presents the needs and vision of the ministry with passion and enthusiasm
- Develops brochures, print and electronic media presentations
- Promotes and assists with fundraising

6. Development

- Works with the MBOD in moving forward with the vision for ministry and property development

Performs other related duties as required

Qualifications

Required

- A passion for Christian camping for children and youth
- A consistent and mature spiritual walk with God
- Effective communication, leadership and interpersonal skills, including marketing and public speaking
- A “self starter” attitude and a willingness to develop relevant programs
- Strong team player, with proven ability to work collaboratively with other leaders
- Conflict resolution skills
- Experience in camping/business/ministry/management
- Biblical training or equivalent
- Member in good standing and/or committed to a local church

Preferred

- College degree or equivalent experience
- Supervisory/team building experience
- Prior business/hospitality industry experience
- Basic accounting and management
- Previous camp work experience
- Computer skills as needed
- Demonstrates strategic thinking skills

Financial Arrangements

This is not a salaried position. Accepted candidates will trust the Lord to provide funding through His people. After candidates have raised 80% of their required support they may become involved in their assignment. (The camp provides a monthly contribution toward the required support.)

General Information

- Housing - Camp provides housing with utilities included.
- Schooling – Local elementary school in Dorion and a high school in Red Rock
- Transportation – Camp vehicle and mileage provided for camp business
- Churches – Dorion – Dorion Fellowship; Nipigon - Baptist, Anglican, Pentecostal, Lutheran
- City of Thunder Bay (population 110,000) one hour from Camp Dorion

Please visit the camp website at www.campdorion.com to learn more about camp.
Interested candidates should submit a resume and cover letter by email or by post to:

CSSM Ministries ON
79 Terrance Ave.
Sault Ste. Marie ON P6B 4M8
on@cssm.ca

or

Email to: **Jim Snell (Ontario Field Director)** at jsnell@cssm.ca

Review of applications will begin immediately; however applications will be accepted until the position is filled.