



## Associate Program Coordinator

**Purpose:** To carry out the mission of Riverside, "To know Jesus Christ and to make Christ known to all" in providing leadership and oversight to a variety of areas of programming year around.

### Qualifications

- Disciple of Jesus Christ.
- A leader who demonstrates a consistent life of integrity and humility (1 Timothy 3:1-12 and Titus 1:6-9).
- Embraces Riverside's Mission, Core Values, and Statement of Faith.
- Committed to the Biblical design for ministry leaders to equip God's people to do His work (Ephesians 4:11-13).
- 3+ years of camp ministry or congregational ministry experience.
- Excellent relational, verbal communication, strategic thinking, and team building skills.
- Passion for camping ministry and understanding of the importance of partnering with the ministry of the local church.
- Ability to lead programming and events at a high level.

### Congregation Engagement Lead

- Develop and maintain strong relationships with pastors and youth leaders in and outside of our Association.
- Coordinate visits to churches throughout the year to share about upcoming programs at Riverside.
- With our team, develop and carry out strategies to engage with current and future youth campers throughout the year.

### Summer Camp

- **Training:** Participate in training of Leadership, Support Staff and Summer Staff training.
- **Day Camp Program:** Provide leadership over our Day Camp Program to train, equip, encourage, and oversee Day Camp Directors and teams.
- **Coaching Summer Staff:** coach, equip, and support a variety of support staff to carry out their roles.

### Staff Recruiting

- Travel on visits to recruit for summer staff
- Interview potential summer staff in coordination with Program Coordinator.

### Youth/Adult Retreats/Year Around Programming

- An essential part of our program team in developing and carrying out programs centered around our core values (Christ-centered, life-changing, relationships, creativity, excellence and disciple making).
- Help carry out ministry retreats that we host by providing excellent service and Christ-centered hospitality to our guests.

\*Carry out other duties as needed to support the ministry of Riverside\*

### To Apply...

If you are interested in applying for this position, please submit a cover letter and resume to Riverside with attention to Chris Dahl, Executive Director, via email ([Chris@riversideLBC.org](mailto:Chris@riversideLBC.org)).

This is a full-time salary position with full benefits, which may include: health insurance, SIMPLE IRA matching program, vacation, sick days, paid holidays, continuing education through CCCA events, and other intentional discipleship days.