

Frontier Lodge



Director of Ministries

Nordegg, AB - Full Time

Working under and alongside the Executive Director, the Director of Ministries will guide the ministry of Frontier Lodge by providing leadership and direction to all activities and departments ensuring they are effectively working towards the ministry and missional goals of the organization.

Reports to: Executive Director

Authority:

- Operational Authority over all areas of the centre: program, office, operations, kitchen and site.
- Full authority to engage in any area of organizational life in order to enhance effectiveness towards missional goals.
- Will serve as the coach, mentor and accountability for the program and operation teams at Frontier.

Key responsibilities include:

- To work with the Executive Director to ensure missional direction and clarity.
- Ensure strategic objectives, strategies, values, and purposes are being met
- Share, along with other staff, in the heart of Frontier Lodge's vision and ministry.
- To facilitate and build collaboration and communication between various departments.
- To build and maintain partnerships with "passionate group leaders".
- To give guidance, direction and implementation to new ministry opportunities.
- Assume head leadership role when ED is not present and make decisions respectfully as needed to guide ministry forward.
- Updating and maintaining policies regarding risk management, program policies, emergency response plans.
- Coordinate bookings and program planners alongside Frontier's Office Lead.
- To develop and train operational and program staff, this includes:
 - o Onboarding and Orientations
 - o Planning and Leading staff training weeks in the Spring and Winter
 - o Training staff in outdoor skill competencies and continued upskilling following the Frontier Lodge Competency Binder (If skill set allows for training in these areas)

Day to Day Responsibilities:

- Coordinate program planning within the program team and or other team members to carry out ministry
- Ensure Schedule is curated to best achieve effective ministry in all areas of the centre
 - o Including vacation approval and tracking
- Field questions, provide guidance, leadership and organization on day to day operational decisions

Successful candidates will have:

- Growing relationship with God and a passion to see the body of Christ being built up together
- A hospitable attitude and care for each and every individual we come into contact with (guests and staff)
- Genuine love for outdoor experiences and adventures and how they connect us with our Creator

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- Ability to lead others effectively, and work alongside a team
- A servant heart and passion for being part of God's ministry
- Current 80 hr Wilderness First Responder or equivalent certification
- A clean Police Criminal Record Check (Vulnerable Sector)
- Relevant Education and/or Experience in an Outdoor Adventure/Camp setting. I.E.:
 - o Bachelor's degree (Outdoor Leadership, Pastoral, Ministry Degree, Education, Experiential Learning)
 - o Christian Camping Experience (Program Director, Operational Director, Program Staff, etc.)
- Leadership experience in a similar capacity is considered an asset
- Certifications listed below would be considered an asset:
 - o TRCI (Top Rope Climbing Instructor) – ACMG
 - o PMBIA Training (Professional Mountain Biking Instructor Association)
 - o Paddle Canada – Moving Water Tandem Instructor, Expedition, Flat Water etc.
 - o SRT – Swift Water Rescue Technician
 - o Outdoor Council of Canada training

Compensation for this role includes food and accommodations provided on-site, as well as a monthly stipend. All our staff members raise support to augment further salary benefit.