

## **Executive Director**

### **Job Information**

The Executive Director serves as the leader of Lutherdale Ministries, Inc. to lead a dynamic ministry carrying out the mission of building lives in Christ. Reporting to the board of directors, this full-time role leads all staff and is responsible for all facets of a varied and meaningful outdoor ministry.

### **Key responsibilities:**

- Leading Lutherdale staff in delivering effective ministry to diverse constituent groups.
- Developing relationships, partnerships and alliances with churches, schools, non-profit organizations, individuals, Lutheran Outdoors Ministries, other camps, Evangelical Lutheran Church of America (ELCA) partner congregations and synods, and diverse groups for the strategic benefit of Lutherdale's mission.
- Managing finances, including developing a budget alongside the finance committee, maintaining budgetary responsibility and prudent fiscal management
- Overseeing operational management of the 52-acre property on Lauderdale Lakes including management of maintenance staff and volunteers to ensure a safe and thriving physical environment.
- Managing program staff to ensure that all programs are delivered safely, with purpose and integrity.
- Engaging Lutherdale's board and volunteers in implementing strategic plans for growing the ministry in a rapidly changing environment
- Cultivating donors and driving development staff to meet annual fundraising goals to allow for operating budgets.
- Hiring and training staff that are passionate, driven and enthusiastic about Lutherdale's mission.
- Providing spiritual leadership for the entire staff and guest community.
- Ensuring accountability and compliance with policies, procedures and laws.
- Performing other duties as required to fulfill Lutherdale's mission.

### **Knowledge, Skills & Abilities**

- Excellent leadership skills to motivate others to achieve exceptional outcomes.
- A passion for ministry and desire to build faith community in a diverse and inclusive environment.
- Ability to effectively manage staff in areas such as: selection, development, coaching, motivation, scheduling, and performance evaluation.
- Ability to deal with complex situations or issues and make effective, timely and appropriate decisions.
- Ability to provide strategic and logistical planning and facilitate meetings, conferences, workshops, and/or retreats as required.

- Ability to investigate and analyze information and draw conclusions.
- Excellent organizational skills; ability to multi-task and manage a variety of tasks.
- Ability to communicate the vision of Lutherdale to both internal and external stakeholders

#### **Faith & Spiritual Life:**

- Embraces the principles and teachings of the ELCA
- Commitment to Lutherdale's mission is demonstrated in daily behavior.

#### **Physical Demands and Work Environment:**

- Ability to lift up to 25 pounds occasionally and up to 10 pounds of force frequently to move objects.
- Works indoors in an office environment majority of the time. Frequent outdoors work in interacting with guests and staff.
- Ability to travel to various geographic locations, including travel by car, and some overnight stays, including weekends.

#### **Qualified candidates should possess the following:**

- Bachelor's degree
- Five years of management experience
- Experience working in collaboration with a Board or similar governing body.
- Submit annually a clear background check and review child safety practices as required for camp accreditation by the American Camping Association.

Lutherdale offers a competitive compensation package that includes base salary, health insurance, retirement benefits along with paid time off and holidays.

#### **About Lutherdale**

Lutherdale is a faith community, dedicated to building lives in Christ through the wonder of God's creation and the study of God's Word.

#### **To Apply or with questions**

Send email with resume and expression of interest to [lutherdaleexecutivesearch@gmail.com](mailto:lutherdaleexecutivesearch@gmail.com) by May 15, 2022. The chairperson, Holly Slater can be contacted at 608-609-0548. Zoom interviews will be scheduled in June and in person interviews in August with the hope of having a new executive director in place in September. Members of the transition team are: AJ Godson, Dick Inglett, Kat Schwind, Holly Slater.