



Lutheran Camp Chrysalis & Ebert Ranch Camp
Summer Camps * Retreats * Off-Site Adventures

Position Description

August 2026

POSITION: Camp Chrysalis Program Director

QUALIFICATIONS:

1. A Christian in support of the philosophy and mission of the Lutheran Church and Cross Trails Ministry;
2. Desire to develop and implement creative, faith-based summer camp and retreat programs for youth, adults and families;
3. Desire to provide exemplary hospitality to all ages, year-round;
4. Strong leadership ability, and demonstrated organizational, interpersonal, and communication skills;
5. Ability to supervise others, work on a team and show creative initiative;
6. Ability to maintain a high level of confidentiality and professionalism;
7. Strong work ethic and ability to work 5-6 days per week year-round, including an average of 2 weekends per month in the non-summer season;
8. Possess or be willing and physically able to obtain lifeguarding and high ropes certifications;
9. Possess a good driving record and be able to obtain a passenger class commercial driver's license;
10. Year-round camp experience preferred, at least two seasons of camp experience required;
11. College degree preferred.

RESPONSIBILITIES:

1. Summer Camp Leadership
 - a. Take primary responsibility for all aspects of the summer camp programs at Camp Chrysalis
 - b. Take a lead role in Cross Trails Ministry summer theme and curriculum development
 - c. Assume a high level of responsibility for hospitality, Christian community and camp spirit
2. Retreat Hosting and Leadership
 - a. Take primary responsibility for hosting Camp Chrysalis retreats and day events
 - b. Write Bible study and worship curriculum and create theme-based activities for Cross Trails Retreats
 - c. Host retreats at Ebert Ranch and off-site locations as requested
3. Personnel
 - a. Recruit, train, schedule, supervise and evaluate Cross Trails summer staff
 - b. Be an active participant and occasionally lead administrative staff meetings
 - c. Support all staff through continuing conversation and prayer
4. Administration
 - a. Maintain records for the American Camp Association, Cross Trails Ministry and regulatory agencies
 - b. Maintain records of expenses, help to develop and work within the Cross Trails Ministry budget
 - c. Oversee sales, deposits, ordering and inventory for the Camp Chrysalis camp store
 - d. Oversee ordering, inventory and maintenance of all necessary program equipment and supplies
5. Publicity and Promotions
 - a. Develop meaningful connections with church leaders and all guests who interact with Cross Trails

- b. Help with written, electronic and verbal publicity and promotion of programs
 - c. Act as a Cross Trails Ministry representative at congregations, meetings and events as requested
6. Health and Safety
- a. Follow all policies to ensure the safety of summer campers, retreaters and staff
 - b. Take a lead role for Camp Chrysalis ACA accreditation compliance
 - c. Take a lead role for Camp Chrysalis DSHS youth camp license requirements
 - d. Take a lead role for Camp Chrysalis summer health service in coordination with the Cross Trails Program Director
7. Facilities and Food Service
- a. Make sure facilities are clean, welcoming and in good repair prior to guest's arrival
 - b. Aid the Operations Director, maintenance staff and volunteers with maintenance as requested
 - a. Provide the Food Service Director with meal numbers and dietary needs information
8. Anything else that might be asked of you for the betterment of the ministry.

COMPENSATION:

Salary based on experience between \$30,000 - \$32,500

Housing at Camp Chrysalis with all basic utilities paid

Health insurance premium paid for the employee and dependent children, HSA contribution

Simple IRA retirement

Submit a cover letter and resume to Rev. Katie Wegner, Cross Trails Program Director at katie@crosstrails.org.

This position will begin in Fall 2026.