



**Position Description:** Production Director of Youth Programming

**Reports to:** Assistant Program Director

**FLSA Status:** Full Time

**Job Summary:** Leads the creative team in the development and production of exceptional, Biblical program themes for all of Hume ministries nationally and internationally that effectively contextualize the message of Scripture and draw students of all ages to Christ.

### **Organizational Strategy**

- Oversee the development of summer and winter program themes for Hume Lake camps of all ages.
- Collaborate with camp directors and recruit other creatives to design, develop and script the theme content for Summer and Winter Camps.
- Lead the production team for filming, directing, and editing of all program themed videos for camps.
- Design thematic sets and costumes that create compelling environments for all program environments. To recruit and direct the building of the sets, fabrication of props and production of costuming
- Work with Camp Directors to develop and execute live Openers.
- Assemble a creative team to assist in all thematic content
- Manage a responsible and effective timeline for all theme production elements.
- Oversee Tech Team who is responsible for all media execution in various chapels and venues. This includes all lighting, sound, and video presentation of our programs.

### **Managing**

- Recruit, train, appraise, supervise, support, develop, promote and guide all staff responsible for supervising Program Staff
- Maintain a climate that attracts, retains and motivates top quality staff and volunteers
- Develop training and other operating procedures for staff
- Effectively enable volunteers and staff so they can take action on behalf of the organization

### **General Qualifications**

- Evidenced commitment to the Christian faith and a desire to share the knowledge of Jesus Christ with others
- Must agree with our Statement of Belief and abide by our Code of Conduct (see Employee Handbook)
- Commitment to excellence and attention to detail
- Manage camp resources with biblical view toward stewardship
- Willingness to adjust hours to accommodate the needs of the job

### **Specific Qualifications**

- Must be a spiritual leader, a team player and a decision maker
- Must have exceptional public relations skills
- Strong strategic, analytical, organizational and personal/relational skills
- Experience or knowledge of Christian Camping
- Business experience in developing and maintaining a budget and paid personnel
- Remain current in general office technology; computer literacy in word processing, spreadsheets and database management
- Commitment to working with leadership as well as partnerships with the local church
- Strong written communications skills
- Ability to manage multiple tasks, projects and responsibilities within deadlines
- Perform other related duties and assignments as required; Hume Lake maintains the right to reassign or change duties as required

### **Physical Demands**

- Must be able to stand for extended periods of time; may be on uneven or rugged terrain
- Must be able to live and work in extreme weather conditions
- Must be able to lift and/or move up to 50 pounds; increased amounts of weight may be required
- Must be able to live at high altitude and in small living quarters
- Some out-of-town and/or overnight travel may be required

### **Educational**

- Preferred - College Degree in Biblical Studies, Theology, Church Ministry, or Creative Arts

### **Other**

- Must have a track record of success in Christian Ministry
- Must have a passion to see children, youth, and adults come to Jesus Christ for Salvation and Spiritual Maturity
- Hume Lake Christian Camps Program experience strongly preferred