Executive Director

Salem Acres Bible Camp | Alberta, Canada

About Salem Acres Bible Camp

Salem Acres Bible Camp is a Christian camp ministry serving children, youth, families, churches, and other groups through summer camp programs and retreat opportunities.

We are seeking an experienced **Christian camp leader** to serve as our Executive Director and provide overall leadership for the ministry. This is an important leadership role for someone who understands the unique challenges and opportunities of Christian camping and has demonstrated experience leading a camp ministry.

The Opportunity

The Executive Director will provide overall leadership for Salem Acres Bible Camp, working closely with the Board of Directors to carry out the camp's mission, vision, values, policies, and strategic priorities.

The successful candidate will have **at least 5 years of experience as a Camp Director or in a comparable senior camp leadership role**. This experience should include practical responsibility for camp operations, staff leadership, program development, ministry, budgeting, and the day-to-day realities of running a camp.

The Executive Director will be responsible for both the **ministry and operational leadership** of Salem Acres, ensuring that the camp remains a safe, effective, financially responsible, and spiritually focused Christian ministry.

Key Responsibilities

Leadership & Ministry

- Provide overall spiritual, organizational, and operational leadership for Salem Acres.
- Work closely with the Board of Directors to implement the camp's mission, vision, values, policies, and strategic priorities.
- Provide spiritual leadership and ensure that Salem Acres remains firmly grounded in its Christian mission and evangelical approach to ministry.
- Help develop a strong ministry culture among staff and volunteers.
- Build relationships with churches, families, donors, volunteers, and ministry partners.

Camp Programs & Operations

- Oversee the planning, development, implementation, and evaluation of summer camp and retreat programs.

- Ensure programs provide safe, engaging, recreational, and meaningful experiences for campers and guests.
- Use significant camp leadership experience to identify opportunities to strengthen and grow Salem Acres' ministry.
- Ensure appropriate equipment, facilities, training, policies, and procedures are in place to support safe and effective camp operations.
- Maintain appropriate confidentiality and security of personnel, camper, donor, and volunteer information.
- Pursue appropriate grants, contracts, partnerships, and other opportunities that support the camp's ministry.

Staff & Volunteer Leadership

- Lead, support, supervise, and develop camp staff and volunteers.
- Establish clear expectations and provide direction, accountability, encouragement, and support.
- Build a healthy team culture that reflects Christian character and the mission of Salem Acres.
- Provide experienced leadership through the unique challenges of seasonal camp operations.

Financial & Organizational Management

- Develop and manage the annual operating and capital budgets for Board approval.
- Operate within approved budgets and recommend changes or major expenditures when appropriate.
- Establish camp and retreat pricing in alignment with ministry objectives and financial needs.
- Maintain effective financial practices and procedures.
- Provide transparent and timely financial reporting to the Board, including regular reporting of income, expenses, and anticipated financial needs.
- Participate in the Finance Committee.

Board & Organizational Reporting

- Report to and work collaboratively with the Board of Directors.
- Attend Board meetings and provide information and recommendations necessary for effective governance and decision-making.
- Monitor key areas of camp operations and communicate progress, concerns, and opportunities to the Board.
- Prepare an annual Operations Report for presentation to the Board and membership at the AGM.

Required Qualifications & Experience

The successful candidate will have:

- **At least 4 years of experience as a Camp Director or in a comparable senior camp leadership position.**
- Demonstrated experience overseeing the day-to-day operations of a camp or similar ministry organization.
- Experience leading and supervising staff and volunteers.
- Experience with camp programming, safety, facilities, and seasonal operations.
- Experience with budgeting, financial management, and organizational planning.
- Strong leadership, communication, organizational, and interpersonal skills.
- The ability to work collaboratively with a Board of Directors.
- The ability to make sound decisions, solve problems, manage competing priorities, and lead effectively in a busy camp environment.
- A passion for Christian camping and ministry to children, youth, families, and churches.

Christian Ministry Requirements

Because Salem Acres is a Christian ministry, the Executive Director must be committed to the camp's Christian beliefs, mission, and evangelical approach to ministry.

The successful candidate must:

- Be a committed Christian and attend a local church that aligns with Salem Acres' Statement of Faith and values.
- Agree to and sign Salem Acres' Statement of Faith.
- Demonstrate Christ-like character personally and professionally.
- Provide spiritual leadership to the organization.
- Endorse and protect Salem Acres' evangelical approach to ministry.

The Ideal Candidate

We are looking for more than someone with general management or nonprofit experience. **We are looking for an experienced camp leader who understands camp ministry from the inside out.**

The ideal candidate will bring **at least four years of hands-on camp leadership experience**, a strong Christian faith, the ability to lead people well, and the organizational skills necessary to oversee the many moving parts of a year-round camp ministry.

This person should be comfortable moving between **vision and strategy, staff leadership, camper ministry, finances, facilities, Board relationships, and the practical day-to-day challenges of running a camp.**

If you are an experienced Christian camp leader who is ready to provide leadership for the next chapter of Salem Acres Bible Camp, we would welcome the opportunity to hear from you.

Position: Executive Director
Organization: Salem Acres Bible Camp
Location: Alberta, Canada
Reports to: Board of Directors