
Voyageurs Lutheran Ministry provides opportunities for Christ-centered spiritual growth, leadership development, and outreach in God's great northwoods!

Executive Director Search Voyageurs Lutheran Ministry

OPPORTUNITY

VLM provides year-round Christian outdoor programs, including camps, retreats and events, outdoor education, and facility rentals. From the iron range to the boundary waters, the two sites offer life-changing experiences for visitors of all ages.

Together, we work toward our mission of providing opportunities for Christ-centered spiritual growth, leadership development, and outreach in God's great Northwoods.

Building on the organization's rich history, The Candidate will be a visionary driver, thought leader, and advocate in promoting the importance of outdoor ministry and building relationships with the region's communities.

The Candidate will be able to shape the narrative and lead this historic organization into a new day of service, creating a transformative, sustainable impact in the lives of children and families.

ORGANIZATION BACKGROUND

Voyageurs Lutheran Ministry invites you to experience an exceptional community at two unique sites. Camp Hiawatha and Camp Vermilion offer traditional summer camp experiences, programmed day or weekend events, and comfortable spaces for your next retreat or family/friend gathering. Are you looking for more adventure? We also offer guided trips into the Boundary Waters Canoe Area Wilderness. We provide the ideal combination of place and program for Christian community and personal renewal.

Since the late 1950s, the Christ-centered programs of Camp Hiawatha and Camp Vermilion have welcomed people from all over. VLM is affiliated with the Evangelical Lutheran Church in America and shares God's abundant grace with all people.

When the two camps merged to form Voyageurs Lutheran Ministry in 1990, it strengthened the churches and communities of Northeast Minnesota by providing one mission at two wonderfully different places for Outdoor Ministry. Over the decades, both camps have developed deep roots in the local communities and become hospitality centers. Today, the sites, owned by more than 80 congregations, offer time and space where kids can explore faith outdoors, and all people are welcomed as neighbors.

Camp Hiawatha and Camp Vermilion are situated on some of the best lakeshore in the country. VLM seeks to educate ourselves and our community to sustain these lands. We are called to be caretakers of Creation and know that we are part of the continued work by the Anishinaabe people, the families who invited others to the camps in the early days, and the churches that support them now. VLM is actively researching both the celebrated and the tortured history of these lands and peoples with hopes of better understanding our shared history and moving forward together.

MISSION

Voyageurs Lutheran Ministry provides opportunities for Christ-centered spiritual growth, leadership development, and outreach in God's great Northwoods.

Vision

Surround VLM with leadership and resources to become Minnesota's premier outdoor ministry partner.

Core Values

At VLM, we are rooted in being:

- People of the Word
- Hospitable
- Program
- Safe
- Partners
- Stewards

PROGRAMS

VLM offers programs for all ages – a one-day experience for those new to camp, a two-night program for those not quite ready for a whole week, and week-long programs for elementary, junior high, senior high, and family campers, as well as specialty programs focusing on hockey, canoeing, BWCA and more. We also offer opportunities for retreats at both Camp Hiawatha and Camp Vermillion.

POSITION SUMMARY

The Executive Director provides overall leadership and direction for the organization, establishes and oversees effective management systems, and ensures the ministry's continued impact on those it serves. The Candidate serves as the primary spokesperson for the organization and is responsible for

cultivating excellent external relationships with supporting church bodies, donors, constituents, local communities, peer organizations, and the public.

The Executive Director oversees year-round staff while working closely with VLM's Senior Leadership Team to oversee a large part-time and seasonal staff. VLM Senior Leadership Team is comprised of six directors who oversee various components of the ministry.

The Executive Director reports to the Board of Directors, which comprises 12 member positions, who know and are committed to Outdoor Ministry.

As an Equal Opportunity Employer, Voyageurs Lutheran Ministry is committed to creating an inclusive environment that values the diversity of its employees and does not discriminate against any employee or candidate. Women, minorities, veterans, people from the LGBTQ communities, and people with disabilities are strongly encouraged to apply.

KEY RESPONSIBILITIES

Strategic Vision and Leadership

- Cultivate a nurturing camp environment that embraces the Lutheran value of hospitality, promoting inclusivity and safety among campers and staff of all backgrounds, including race, gender/gender identity, sexual orientation, disability, and other diverse identities.
- Vision, Mission, and Strategies
 - With the Board of Directors, develop a shared vision for the future of the ministry and build understanding around the current mission. Develop appropriate and realistic goals centered around a strategic plan that accomplishes the mission and vision while adhering to VLM's core values.
- Leadership
 - Proven ability to enact positive relationships with campers, summer counselors, and year-round staff.
 - Display a consistent and genuine desire to build trust and enable the team to grow as leaders.
 - Embodies professional humility, the ability to know what they don't know, and exhibits a growth mindset.
 - Proven history of managing outdoor ministries
- Administration, Finance and Human Resource Management:

- Serve as chief executive officer, agent, and administrator for VLM and carry out all adopted policies and plans.
 - Oversee recruiting, hiring, training, supervising, evaluating, and terminating of all permanent staff.
 - Ensure that VLM sites, facilities, and activities comply with all applicable local, state, and federal laws and statutes.
 - Having operational and financial information available to key stakeholders for making informed decisions.
 - Ensure adequate and proper resource development, ensuring VLM has various income streams, including donations, grants, and fee-based income (programs, rentals, retreats).
 - Be responsible for the fiscal integrity of VLM, including submission to the Board of Directors of a proposed annual budget and monthly financial statements, which accurately reflect the organization's financial condition.
 - Be responsible for operating within budget guidelines, ensuring maximal resource utilization, and maintaining a favorable financial position.
 - Responsible for signing all notes, agreements, and other instruments made and entered into on behalf of VLM.
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 - Procure the funds and people (volunteers and staff) to support VLM's operational, development, and long-range needs and sites.
 - Develop and maintain a sound business plan. Be expected to create new business plans when needed or when current plans expire.
 - Be responsible for setting the yearly fees for programs and facility rentals.
 - Maintains direct supervision and responsibility for all office management.
- Program Management
 - Assure that the development, design, execution, and evaluation of programs are consistent with the ministry's values, mission, and vision and responsive to the needs of our ELCA partner churches and other target segments and stakeholders.
- Board and Governance
 - The Executive Director shall be accountable to the Board of Directors.
 - They shall attend all board meetings, report at board meetings, communicate regularly with the board, and provide needed staff assistance for the work of the board, its committees, and various task forces.
 - They shall participate in an annual performance review by the Board as defined in the evaluation procedure.

- The Executive Director will work with the Board president for all Board governance and planning.
 - Report to and work closely with the Board of Directors to seek their involvement in policy, decisions, and fundraising and increase the visibility of VLM.
 - Draft written reports to the Board of Directors and a total annual report for key stakeholders and the corporation's membership.
 - Work with the Executive Committee for Board Development and to prepare the agenda for Board meetings.
- Effectiveness in Fund Raising and Resource Development
 - Be responsible for VLM' fundraising programs.
 - Be responsible for recruiting and assigning necessary staff and board members to help with fundraising.
 - Continue to develop VLM's fundraising processes.
 - Develop familiarity and relationships with ministry funding sources, including individuals, congregations, and foundations, as the ministry actively seeks funds from these sources.
- Operations Management:
 - Ensure the ministry has in place:
 - Sound risk management policies,
 - Accounting, payroll, and cash management systems,
 - Appropriate personnel policies,
 - Recordkeeping as required by law and the Board of Directors.
 - Best Practices Standards for health and safety, risk management, and emergency response
 - Oversee the maintenance of the facilities at all VLM's sites and ensure there is a yearly facilities maintenance plan at each site.
 - Responsible for hiring, training, and retaining competent, engaging, and qualified staff.
 - Engage in regular site visits to Camp Hiawatha and Camp Vermilion.
- Community Relations
 - Be responsible for promotion of VLM and its programs to keep its ministry and resources before the church and community—visit congregations, community leaders, key donors, community stakeholders, and participate in pastoral conferences and church assemblies,
 - Listen and respond to the needs of the church and community.

- Attend national and regional camp conferences for professional development to keep up to date on industry trends, standards, and best practices.

YEAR ONE CRITICAL SUCCESS FACTORS

- Sound transition into leadership with immediate actions that best serve the organization's mission, vision, staff, stakeholders, finances, and operations.
- Professional representation of the organization in front of all key constituents, the media, and the public.
- Achieving management and fiscal objectives to ensure a vibrant, healthy organization.
- Solidifying staff relations through communication and goal setting while empowering staff to act on and achieve their goals.

PROFESSIONAL EXPERIENCE/QUALIFICATIONS

The ideal candidate will be a results-driven, innovative, and strategic thinker with proven leadership, business acumen, problem-solving/analysis, decision-making, and performance management. The Candidate will have experience demonstrating strong advocacy, relationship-building, and inspirational communication skills. The Candidate will be deeply committed to the mission of VLM and championing the organization's efforts to serve children and families.

Additional ideal qualifications will include:

- Must understand Lutheran tradition and theology and be committed to the relationship between the Evangelical Lutheran Church of America (ELCA) and the camp.
- Demonstrated maturity, good character, integrity, flexibility, enthusiasm, and openness with others.
- Effective in oral and written communication.
- Proficient in thinking and planning strategically and casting vision.
- Ability to assume full responsibility for the comprehensive administration and execution of all camp operations, programming, and policies, as directed by the Board of Directors.
- Expertise in budget development and management, financial planning, and fund-raising.
- Ability to earn the respect of staff, delegate responsibilities, supervise, discipline, and appraise and reward performance.
- Demonstrated team building and leadership skills.
- Provide leadership in Christian values, mission and commitment, and respect for God's creation.

EDUCATION

- Minimum bachelor's degree, with at least four years of management-level outdoor ministry leadership.

CONTINUING EDUCATION

The Executive Director shall seek to improve their understanding and skills in fields related to their duties and responsibilities by engaging in continuing education programs as approved by the Board with time and funding outlined in the personnel policies and annual budget.

COMPENSATION

A competitive compensation package will be offered to attract the most qualified candidates.

The job offers a competitive salary range starting at \$67,000 as base pay plus a generous benefits package that includes medical benefits and pension plan. The final compensation package will be determined based on the candidate's years of experience and level of education, ensuring that it aligns with industry standards and the candidate's qualifications.

Application

Applicants may send resumes and supporting documentation to the email address for consideration.

VLM CONTACT

Doug Richter, Search Committee Chair

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