



### Nature Center Coordinator

- I. Ministerial Position**  
Nature Center Coordinator
- II. Reporting Relationship**  
The Nature Center Coordinator reports to Program Director
- III. Ministry Category:** Exempt Missionary Staff
- IV. Direct Reports:** Nature Center Specialist
- V. Ministry Position Summary**  
The position will create experiences using God's creation to foster opportunities to allow us to impact lives for the eternity through God's word, creation, adventure programming and warm Christian fellowship. As part of your role on missionary staff, you will be expected to direct, manage, or promote Fort Wilderness activities, share your faith story with campers, teach biblical principles to others in a mentor relationship and, in small or large group settings, pray for campers and other staff.
- VI. Essential Ministry Responsibilities**
  - A.** Accountable for creating/leading Fort's Nature Center programming that provides awe-inspiring experiences of God's creation in the Northwoods of Wisconsin
  - B.** Accountable for teaching campers Biblical principles coupled with scientific concepts
  - C.** Responsible for training and developing Nature Center Summer Staff and volunteers to impact lives for eternity through creation, adventure, God's Word and warm Christian fellowship
  - D.** Responsible for developing customized lessons for the Nature Center that connects campers with the natural environment around Fort Wilderness.
  - E.** Responsible for the care of Nature Center animals including maintaining aquariums
  - F.** Responsible for managing the Nature Center budget
  - G.** Consulted on impact of new ministry projects and programs on natural environment of Fort Wilderness
  - H.** Consulted on design of new structures at Fort that will house Nature Center programming
  - I.** Responsible for performing other duties as assigned by the Program Director
  - J.** Responsible for keeping skills up to date and attending seminars and meetings as appropriate for on-going training
  - K.** Responsible for support-raising; therefore, the employee must keep his/her support team informed on a regular basis regarding one's ministry

## **VII. Essential Qualifications**

- A. Agreement with the theological positions of Fort Wilderness Ministries (2 Tim 3:16-17, John 1:1-14, Col 1:14, 1 Cor 15:13-18)
- B. The Nature Center Coordinator will exemplify the following characteristics: 1) strong professing Christian (Romans 5:8, 10-11) whose character is proven (1 Timothy 3:8-13); 2) a role model of Christ in everything that they do (1 John 3:18); 3) believe in the authority of scripture (2 Timothy 3:16); 4) use their ministry as an example of Christ and to draw others closer to Him (1 Cor 13, Phil 2:1-4); and 5) be accountable in relationship with others (Galatians 6:1-5).
- C. Agrees with and has signed the Statement of Belief and Support and the Lifestyle Commitment. Understands that serious violation of these statements could be cause for dismissal. Agrees that incompetence in performing this role, insubordination to ministry leadership, or immoral behavior would constitute reasonable cause for immediate dismissal and termination of this employment with Fort Wilderness.
- D. Demonstrates a Christian lifestyle that reflects the Biblical perspective of integrity and appropriate personal and family relationships, business conduct and moral behavior. (Luke 6:40)
- E. Able to fulfill Fort's purpose through using Fort's core values (God's Word, Wilderness, Adventure and Relationships).
- F. Prefer bachelor's degree or higher in an educational or scientific field, ideally natural sciences.
- G. Prefer experience in science curriculum development.
- H. Excellent communication and people skills, adaptable, team player.
- I. Ability to multi-task while directing/supervising others (Matthew 28:19).
- J. Support from a sending church and ongoing participation in a local church with a desire and commitment for spiritual growth and development in your walk with Christ through prayer, God's word and lifestyle which honors Him.

## **VIII. Working Conditions—ability to:**

- A. Move materials/items around camp up to 50 pounds.
- B. Ascend/descend ladders.
- C. Bend and stoop.
- D. Work in outdoor weather conditions.
- E. Work in a fast-paced environment.
- F. Have and maintain an insurable driving record to drive Fort Wilderness vehicles.

## **IX. Acknowledgement**

I have read and received a copy of my job description. This position description supersedes previous descriptions and verbal communications. I understand that I am expected to follow my job as is outlined above and if I have any questions or concerns about what is expected of me, I will speak with my immediate supervisor. I also understand that the statements above are intended to describe the general

nature and level of work being performed by me and are not to be construed as an exhaustive list of responsibilities, duties, and skills required for this role. I may perform other related tasks under the direction of my supervisor. I agree to follow policies and procedures included in the Employee Handbook.

Employee Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Supervisor Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_