



**PORTAGE
LAKE** BIBLE
CAMP

Chapel & Worship Director Job Description

Position Summary:

The Chapel & Worship Director plans and leads meaningful, Christ-centered worship experiences for campers, guests, and staff through Chapel services and other worship gatherings. This role requires strong musical leadership, organization, and ability to lead teams in corporate worship. The Director works closely with the Program Director, Program team, Media/Tech staff, and Camp Speaker, participates fully in camp life and staff training, and models Christian character consistent with Portage Lake Bible Camp and Evangelical Covenant Church values.

General Qualifications:

- Must be at least 18 years of age.
- Completed at least one year of college or equivalent post-high school experience (two years preferred).
- Demonstrates a personal relationship with Jesus Christ and a foundational understanding of the Bible.
- Models Christ-like character with a positive, servant-hearted attitude.
- Commits to living and working in alignment with the beliefs and values of Portage Lake Bible Camp and the Evangelical Covenant Church.
- Works well as a team player and is willing to assist beyond assigned duties as needed.
- Possesses a strong desire to foster personal and spiritual growth in others.
- Is eager and able to live and serve in a rustic, unplugged camp environment.
- Demonstrates strong communication, organizational, and interpersonal skills.
- Ministry leadership and/or prior camp experience preferred.

Specific Qualifications:

- A passion for music and worship of the Lord through leading corporate music.
- Experience leading corporate worship in a church, school, or camp setting required.
- Ability to lead and organize a band and knowledge of basic music theory.
- Skills and knowledge of several musical instruments are desired.

Duties and Responsibilities:

- Responsible to the Program Director.
- Participate in and engage in all aspects of staff training and on-boarding.
- Involvement in programming through attending events, games, chapel, etc.



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- Support counseling staff by engaging in an assigned cabin group throughout the day (if applicable) and sleep in their cabin each night.
- Be an initiator and supporter of healthy, life-giving community among the summer staff.
- Responsible for maintaining a clean and tidy cabin and all shared spaces.
- Participate in general camp cleaning, maintenance, and assisting in the kitchen
- Timely attendance and participation in all staff meetings and debrief.

Area Specific Duties:

- Promote an environment where all campers, guests, and staff can connect with God and grow spiritually.
- Partner with the Program team, Media/Tech staff, and Camp Speaker to plan and execute Chapel services.
- Coordinate and oversee the musical aspect of Chapel: create a set list of music, organize the band, and schedule practice times.
- Organize and oversee the Family Camp Sunday Service.
- Stewardship of area through daily cleaning and maintenance of the Chapel and organization and inventory of equipment used.
- Responsible for implementing and enforcing PLCBC policies and procedures.
- Submit incident reports as necessary.
- Provide a thorough evaluation of area at the end of the summer.