



Director of Outdoor Leadership

The mission of Columbia Bible College is to equip people for a life of discipleship, ministry, and leadership in service to the church and community.

Department:	Academics
Faculty/Staff/Management	Teaching Faculty, Program Director
Load/Term:	100%

Job Purpose

The Director of Outdoor Leadership is a faculty position responsible for the leadership of Columbia's Outdoor Leadership program, including the one-year Emergency Rescue Technician (ERT) certificate. This program exists to provide excellent skills training alongside a strong emphasis on discipleship and leadership development. Graduates are equipped with a broad range of skills that have application in emergency services, adventure tourism and a variety of leadership and ministry settings.

Duties and Responsibilities

A. Program Administration

- Give strategic leadership to the OL program in support of the broader mission and values of Columbia Bible college.
- Collaborate with the Academic office in the planning and scheduling of course offerings.
- Collaborate with the Department of Admissions in program promotion and advising prospective students.
- Develop and monitor the program budget.
- Maintain a robust risk management plan for all aspects of the program.
- Chair and update an external Program Advisory Committee to ensure ongoing program relevance.

B. Teaching and Program Delivery

- Teach courses or skills in the ERT Certificate and the OL diploma.
- Develop relationships with skill contractors who provide instruction for students in various skill areas.
- Oversee all instructors and contractors who connect with the program to ensure program continuity and focus.
- Seek to connect the content of the OL program to the broader Columbia curriculum where appropriate.

Schedule "A"

C. Student Discipleship and Mentoring

- Encourage, promote and facilitate a culture of discipleship within the OL program.
- Supervise student interns who assist with program delivery and discipleship.

D. Equipment/Resource Management

- Oversee OL equipment acquisition and maintenance.
- Recommend appropriate resources to the Columbia library.

E. Networking

- Oversee connections with relevant professional organizations and certification bodies.
- Maintain awareness of connections with camps and ministries with related ministry goals.
- Stay informed of current standards and regulations in the Outdoor Recreation and Guiding industry.

Qualifications

A. Education

Instructor's certification in several relevant skill areas is required. Master's degree in leadership or related field is preferred. Some post-secondary training in biblical and theological studies is preferred.

B. Experience

Significant experience or training in several of the following areas: Search and Rescue, avalanche safety, back country navigation, rope rescue or other skills.

C. Skills and Abilities

- Ability to multi-task and give leadership to program planning and implementation.
- Strong relational and administrative ability.
- Familiarity with Microsoft Office suite, including Microsoft Teams.

D. Expectations

- Aspire to the Staff and Faculty Attributes.
- Affirmation of and commitment to the Columbia Mission Statement, BCMB or MCBC Confession of Faith, and Responsibilities of Community Membership Statement.
- Maintain membership in a local BCMB or MCBC church or indicate willingness to join.

Working Conditions

- Office and classroom environment with significant time outdoors for skills training.
- Flexibility with time for daytime and some overnight trips with students during the school term.

Physical Requirements

- Good physical condition to both train and participate in skills training and related activities.

Schedule "A"

Statement of Relationships

- This is a Faculty Associate position that is appointed by the Academic Dean upon the recommendation of the selection committee.
- The Director of Outdoor Leadership reports to the Academic Dean.
- The Director of Outdoor Leadership supervises student interns.
- The Director of Outdoor Leadership chairs the Program Advisory Committee.

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Grid Classification:	<i>Faculty</i>
Date Approved by HR Committee:	
Reviewed:	<i>May 10, 2022</i>