

Kaleo on the River Director of Development

Purpose:

To insure the future of Kaleo On the River by developing and executing a plan to market the expanded use of the facility and secure additional short and long term financial support.

Accountable:

Accountable to the Kaleo on the River Board. Collaborates with the Kaleo on the River Facility Administrator and the UCC/DOC Minister of Youth/Young Adults.

Major Functions and Responsibilities

- Market use of camp facilities and its unique camp environments for varied uses such as retreats, camps, business meetings, and environmental education.
- Assure ongoing programs and events to maximize camp utilization, including priority for United Church of Christ/Disciples of Christ camps, retreats and seminars.
- Develop fundraising strategies to create operational and long term sustainability for *Kaleo on the River* through endowments, estate planning, grants, corporate sponsorship and other appropriate means.
- Develop collaborative relationships with various groups to create diverse programs to benefit the local/regional community.
- In cooperation with the Facility Administrator, prepare and present a proposed budget and facility use fee schedule for approval by the Board.
- Collaborate with the Outdoor Ministry Committee of the Nebraska Conference UCC and the Christian Church (Disciples of Christ) in making Kamp Kaleo available on a priority basis at affordable rates.
- Develop capital expansion strategies to create and sustain versatile housing, recreational opportunities, food services and meeting spaces to attract and support year round facility use, while maintaining the existing environmental ambiance.

Performance Expectations

- Increase camper utilization via increased church campers and new camps (beyond UCC/DOC).
- Expand facility utilization for business/corporate/family/church retreats, meetings, receptions, and events.
- Increase fundraising activity to insure a balanced budget including staff salaries and expenses involved in marketing, promotion, and fund development.
- Develop alliances with local/regional community leaders to improve visibility, utilization and support for *Kaleo on the River*.
- Collaborate with the Facility Administrator and representatives of the Kaleo on the River board to develop clear and concise camp policies related to safety, interpersonal relationships, including respect for others, personal boundaries, and anti-discrimination which shall be recorded and regularly updated in a camp usage handbook delineating rules, regulations, and expectations for camp usage, as well as location of facility and community resources.