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FOCUS, the Fellowship of Christians in Universities and Schools, is an interdenominational youth ministry established in a dozen areas along the east coast and in San Francisco. For more than six decades, FOCUS has given independent school students in grades 6-12 the opportunity to explore traditional Christian faith and values in a forum that is fun, intellectually stimulating, and non-coercive. During the school year, FOCUS pursues this goal through area-based activities and discipleship, both one-on-one and in small groups. From May through August, we offer a variety of Summer Programs, most of which take place at our Martha's Vineyard Study Center.

### **Position Description**

The Summer Programs Hosts are responsible for managing the Vineyard Staff, overseeing all the Summer Programs at the Study Center, and being an adult presence on the property. This position reports to the Director of National Programs.

### **Vineyard Staff:**

#### Professional

- Cast vision for why we are working and serving.
- Work with the department managers (kitchen, office, and facilities) to train the Vineyard Staff on their job responsibilities.
- Monitor each individual's job performance to provide encouragement and feedback.

#### Emotional

- Care for each Vineyard Staff individually through weekly one-on-one mentoring and discipleship meetings.
- Check in regularly with individual Vineyard Staff members to see how they are doing.

#### Spiritual

- Run two weekly meetings to include one Bible study meeting and one fellowship meeting (such as community building activities or prayer and worship night).
- Support the spiritual growth of the Vineyard Staff.

### **Summer Programs:**

- Oversee the managers of each department in relation to the work of the Vineyard Staff.
- Be the point of contact for Program Directors.
- Meet with Program Directors and other managers prior to the start of each program to plan for the program.
- Attend a few of the Leader's Meetings for each program to be a support and resource to the Program Director.
- Perform daily check-ins with the Program Director, gather feedback, and implement necessary adjustments and changes to the Vineyard Staff and managers.

### **Adult Presence:**

- Be a presence on the property by attending meals and meetings regularly.
- Be aware of who is on the property in between programs and oversee all activities on the property during these times.
- Implement the curfew for the Vineyard Staff and volunteers.

- Coordinate daily devotionals for the kitchen volunteers.

### **Position Requirements**

- The ideal candidate will have:
  - A heart for the Gospel and must sign and abide by the FOCUS Statement of Faith.
  - Bible study leading and discipleship experience.
  - A desire to support and encourage college students as followers of Christ.
  - Prior experience with FOCUS programs (preferred).
- Married couple who will work together to fulfill the full job description.
- Availability to live on Martha's Vineyard for one or both of the sessions: May 26 - July 10 and July 8 - August 20.

### **Position Compensation**

FOCUS will provide:

- Room and board.
- Competitive salary.
- Time off each week (from a six-day work week).