



## MINISTRY RELATIONSHIP MANAGER

Organization: Lake Geneva Ministries  
Reports to: Executive Director  
Team: Advancement

### Position Summary:

Are you ready to change lives? As the Ministry Relationship Manager, your Primary responsibilities and accountabilities are to build relationships with ministries and donors to further the mission of Lake Geneva Ministries. Success in this position is directly tied to increased guest and camper numbers; meeting defined quarterly sales goals while embodying our ministry brand by maintaining ethical standards of relationship building.

### Principle Duties and Responsibilities

- Develops a prospecting “calling” schedule under the guidance of the Executive/Advancement Director.
- Work with the Advancement Department to draw, engage and elevate donor relationships at camp.
- Works with the Booking Specialists to ensure prospective guests are “handed off” well and communicated to in accordance with our service level agreement.
- At times may lead other staff in outbound calling efforts.
- Meets/greets potential customers onsite, gives tours, skillfully communicates the services we offer that will fulfill the mission of our guest groups.
- Sets face-to-face appointments with prospective and existing church customers and other large customers.
- Consistently utilizes our CRM and *Campwise* tools in order to win, keep, and lift ministries towards partnerships.
- Works closely with Marketing and Program Teams to grow the business.
- Tracks sales results and communicated progress on a weekly basis to the Advancement Director.
- Supports other ministry needs as directed.

### Experience, Skills and Abilities

- A strong personal faith in Jesus Christ. Able to sign our statement of faith and affirm it.
- Strong communication skills, positive interpersonal skills, out-going, articulate.
- Experience managing people, the camping and/or the hospitality industries, sales.
- Strong organizational skills, ability to delegate, recognize, hold staff accountable, set and complete annual goals.
- Proficient in Microsoft Office Products and Technology friendly.
- Willingness to work periodic weekends, late nights, long hours.
- Passion for learning.
- Bachelor’s degree or equivalent work experience.
- Self-Driven to continuously produce positive results.
- GRIT: Passion and Perseverance.