



**Position: Summer Registrar (Office Staff)**

**Job Description:**

You will be connecting with guests, making reservations, coordinating all aspects of the guest's journey from the start through their time up here with the Lord! It is a very rewarding experience knowing that you are being used by the Lord in the lives of His people!

**Qualifications & Skills Required:**

- A personal, intimate relationship with our Lord Jesus Christ that is evident and overflows to others
- Office and computer skills
- A warm, friendly personality making good communication exude in person and over the phone as well.
- A heart for worshiping God.
- Born again relationship with Jesus as your personal Lord and Savior
- Must be at least 18 years old

**Compensation:**

- Bi-weekly Salary
- Possible Room and Board

**Contact Information:**

Christopher Stanislaw, President/General Manager

Phone: 570-386-2154

Web site: [www.bmcr.org](http://www.bmcr.org) (fill out online application)