



## Job Posting: **Hospitality Director**

### OVERVIEW:

MTI's Hospitality Director is responsible for the execution of MTI's guest experience. The Hospitality Director is responsible for overseeing MTI's Hospitality Leadership team which includes Food Service, Facilities, and Housekeeping Teams. This leader also serves in the role of the Facilities Manager. The Hospitality Director will oversee personnel, ensure that the facilities are properly maintained, take steps to provide customer satisfaction, and oversee the upkeep of administrative and financial records. The Hospitality Director will approve expenditures with the Hospitality team leaders. The Hospitality team is a crucial part of making our guests' experience an inviting and warm home away from home atmosphere as they participate in our programs.

### RESPONSIBILITIES:

- Develop a quality guest experience
- Serve as a member of the MTI Leadership team
- Oversee the leaders of Housekeeping and Facilities
- Serve as the Facilities Manager

**HOURS:** Full Time

### QUALIFICATIONS:

- Has a relationship with Jesus Christ and who is growing in faith, character, and the knowledge of God.
- Ability to work on a team, relate and work well with others.
- Mature and ethical business professional with strong organizational, leadership, and management skills.
- Ability to multi-task with excellent communication skills (verbal, written, and interpersonal).
- Proficient in Microsoft Office.
- Excellent time management skills, conflict resolution, competency with online administrative systems, reading and writing skills.
- Ability to display sensitivity, tact, and responsiveness in various situations and maintain a high level of confidentiality.
- Establish and maintain effective working relationships with employees.
- BS/BA degree from an accredited college/university preferred.
- Experience in a ministry context is preferred.
- 5+ years Hospitality experience preferred.

**HIRING RANGE:** \$45,000 - \$62,000

### CULTURE:

We are a vibrant community at MTI, having committed to each other the daily activities of our services would be guided by our core values of loving unified teams, integrity, a personal vitality in our relationship with Jesus, and the pursuit of quality and excellence in our services.