**Program Assistant**

**Job Application**

**We will accept applications until this position is filled.**

A Christian Ministry in the National Parks (ACMNP) is looking for an individual to join our team as a Program Assistant. This position is full-time and non-exempt.

**In order to be considered, briefly respond to the following:**

1. Have you served with ACMNP in the ParkLife summer or winter program? If so, please provide the park location(s) and year(s) of service.
2. Have you reviewed the ACMNP website at [www.acmnp.com](http://www.acmnp.com)? Briefly share your impressions and insights of this unique ministry.
3. What qualities and skills would you bring to ACMNP as the Program Assistant?
4. What is it about this position that appeals to you? Why have you made the decision to apply?
5. Please provide a brief summary of your project management skills and related experience. If you have examples, you should provide this information.
6. What questions or concerns do you have?

**Please provide the following information:**

1. Your résumé.
2. A list of three references, one personal and two professional.

Please provide the name, occupation, contact information, and relationship context for each reference. It is our practice to not contact references without your knowledge or permission.

**Send your application information by email to:** **akennedy@acmnp.com****.**

**You may mail your application to:**

A Christian Ministry in the National Parks

Amy Kennedy, Co-Executive Director

9250 E Costilla Ave, Suite 203

Greenwood Village, CO 80112