

JOB TITLE: Life Builders Chaplain
REPORTS TO: Life Builders Program Manager

STATUS: REG/FT/NE
SCHEDULE: 40 hrs/wk, M-F,
some weekends

DEPT: Programs - Mission

REVISED: 3/3/2020

Winston-Salem Rescue Mission (WSRM) is a Christian, non-denominational service ministry, existing to help hurting men find healing in the gospel of Jesus Christ and hope through the new life Christ gives. WSRM considers every position one of ministry and a vital and valued part of our staff. Therefore, it is essential that all employees of WSRM have a personal relationship with Jesus Christ and subscribe to our Mission, Core Values, and Statement of Faith.

SUMMARY OF POSITION:

The primary responsibility of the Life Builders Chaplain is to ensure every new resident of the Winston-Salem Rescue Mission has a one-on-one conversation with a staff member where the gospel is clearly explained and an opportunity for a profession of faith to be made is given. The Chaplain also teaches classes and provides counseling, both from a strong biblical foundation.

DUTIES AND RESPONSIBILITIES:

Interactions with New Mission Residents

- Schedule meetings with new residents entering the Mission to discuss their spiritual condition and give a clear gospel presentation.
- Perform other new resident related responsibilities as assigned, including
 - Screen referral applications
 - Conduct intake interviews
 - Provide orientation information to new residents

Interactions with Current Mission Residents

- Teach classes as assigned:
 - Classes are designed to encourage spiritual growth and foster a relationship with God that teaches the residents how to rely on God and be who He wants them to be.
 - Classes are taught from and rely on the authority of the Scriptures.
 - Examples of classes taught include: Anger Management, Financial Management, Life Skills, relapse prevention, and Christian living.
- Counsel residents as assigned by the Program Manager on a weekly basis to provide integrated, Biblically based counseling.
- Perform other current resident related responsibilities as assigned, including
 - Collect samples for urinalysis, and administer breathalyzer tests
 - Carry out roll call
 - Perform medicine call duties
 - Schedule internal and external meetings and appointments
- Participate in the discipline process for residents who violate the rules, up to and including dismissal from the program.
- Maintain current and complete case notes and records for each resident.
- Encourage eligible residents to apply to the one-year Transformers Program.

General

- Meet with other WSRM staff to discuss the progress of the resident and program needs.
- Network with related service providers within the community to access needed services for residents.
- Attend staff meetings.
- Perform other duties as assigned.

EDUCATION/EXPERIENCE:

- Bachelor's degree required in Biblical studies, Biblical counseling, or related field.
- Minimum 3 year ministry experience required; 3 – 5+ years ministry experience preferred.
- Minimum one-year biblical counseling experience preferred.
- Experience working directly with individuals who have had homeless, mental illness, and/or addiction related issues preferred.

SKILLS & QUALIFICATIONS:

- Christian with a ministry mindset, utilizing the skills, training and experience God has provided.
- Mature Christian, able and willing to model servant-leadership.
- Active member of the body of Christ; strong familiarity with the Bible.
- Able to work with people in varied circumstances related to homelessness, including addiction and mental illness. Ability to treat individuals with dignity and respect in all situations.
- Good communication skills including written, verbal and instructional.
- Strong interpersonal skills, ability to listen and guide/counsel according to Biblical principles and individual resident needs.
- Working knowledge of recovery, addiction, and mental illness.
- Thorough, systematic, and organized concerning security and protocol.
- Good assessment skills, able to collaborate and resolve resident issues.
- Good organization skills with regard to people, things, and information, including excellent time management skills.
- Computer literate - proficient in Microsoft Word, able to use a database and the internet.
- Willing to be CPR certified.
- Valid North Carolina driver's license; driving record acceptable to WSRM insurance carrier.

WORKING CONDITIONS/PHYSICAL FACTORS:

Occasionally = 1%-33%; Frequently = 34%-66%; Continuously = 67%-100%

Standing: Occasionally Lifting: Occasionally, up to 50 lbs.
Climbing: Occasionally Walking: Frequently

- The majority of this position requires work indoors, with a displaced and low-SES population.
- May require occasional travel, the majority of which is within the Triad area.
- In good physical health, able to climb stairs numerous times per shift.

EQUIPMENT/TOOLS USED:

- Computer – Internet
- Phone
- Drug Test Kit
- Breathalyzer

Employee Signature

Date