

Position/Title: Men's New Life Chaplain

Classification: Full or Part-time, Non-Exempt or Exempt

Compensation: As approved by the Executive Director and Board of Directors. For benefits information, please refer to the SRM Employee Manual.

Accountability: Reports to the Program Director. A periodic performance evaluation will be conducted by the Executive Director with input from peers.

Ministry Purpose: In accordance with Romans 12:9-15 and Ephesians 4:11-12, a Men's New Life Chaplain provide spiritual leadership to Rescue Mission residents through biblical counseling and teaching.

Responsibilities: The following constitute the major responsibilities of a Men's New Life Chaplain:

I. Spiritual:

1. Seek to be a role model in attitude, speech, and actions in a consistent daily walk with Jesus Christ.
2. Show by example the importance of Scripture memorization, Bible study, prayer, witnessing, and Christian fellowship.
3. Be prepared to communicate SRM's religious beliefs to volunteers, guests and general public.

II. Men's New Life Program:

1. Inform residents that you are not licensed or certified in psychiatry.
2. Pray with the resident being biblically counseled at each meeting and base the counseling *only* on the Word of God. ***Non-biblical counseling is inappropriate.***
3. Teach Bible classes as assigned.
4. Present the plan of salvation to residents.
5. Help those who accept or redirect their life to Christ prepare a written and oral testimony to share with others.
6. Document each biblical counseling session and include date, time, topic(s) discussed, assignments and progress.
7. Submit a monthly written report of activities to the Men's New Life Coordinator Chaplain.
8. Maintain a weekly written work schedule for self to share with team members.
9. Communicate with peers before implementation whenever possible (all restrictions, suspensions, dismissals and suggested program activities).
10. Inform residents receiving biblical counseling that all information (written or verbal) will be held confidential between you, them and the program staff.

III. General:

1. Become CPR Certified within 1 year of starting date of employment and maintain that certification. SRM will pay for program staff's first CPR training; thereafter it is the staff

- member's responsibility to maintain his/her CPR certification as a requirement of his/her future employment.
2. Make an intentional effort to learn basic vocabulary in the Spanish language.
 3. Be physically able to lift up to 40lbs with or without assistance. To avoid injuries, always seek assistance while lifting odd sized objects.
 4. Participate in assigned Rescue Mission functions/activities.
 5. Promote and participate in public awareness of ministry programming/events with staff and volunteers.
 6. Participate in SRM public events, seminars, workshops and conventions as assigned.
 7. Attend staff and case management meetings and be prepared to share information as needed. Part-time staff will attend staff meetings per the invitation of the Executive Director.
 8. Report any accident/incident to the Business Office within 24 hours.
 9. Review log book daily and make sure it is kept current with appropriate information for audit purposes.
 10. Perform other duties as situations require or that are assigned by the Executive Director.

Qualifications:

- College degree or equivalent work-related experience. Willing to pursue and maintain counseling certification within 5 years of employment, unless an extension is approved by the Executive Director.
- Must have good communication and organizational skills.
- Be a born-again believer in the Lord Jesus Christ as expressed by a personal testimony and Christian conduct. (Rom. 10:9; Gal. 2:20; Titus 3:3-7)
- Regularly attend and be a member in good standing of a recognized Protestant Evangelical Church. (Heb. 10:24-25)
- Have a genuine concern for the salvation of souls and the spiritual welfare of guests and clients. (Matt. 29:18-20; 2 Tim. 2:24-26)
- Agree with, and adhere to, the "Statement of Faith" and policies of the Rescue Mission.
- Abstain from the use of alcoholic beverages, tobacco products, legal (ex. Marijuana) and illegal drugs, and gambling on premises or at any or all Rescue Mission-related functions. Abstain from the use of legal (ex. Marijuana) and illegal drugs and gambling off premises. Abstain from alcohol abuse and intoxication. (Eph. 5:18; Matt. 6:24; Heb. 13:5)
- Have a lifestyle that is free of sexual sin, including homosexuality, pornography, and sexual harassment. (1 John 2:15-16; 1 Cor. 6:9-10; 1 Thess. 4:3-6)
- Have high standards of personal hygiene and housekeeping relative to appearance, clothing and office area. (1 Cor. 6:19-20; Luke 16:10)
- Have the ability to work in harmony with other staff members as a team player. (Phil. 2:1-4)

This job description covers the most significant duties but does not exclude other assignments not mentioned such as training assignments, related duties, emergencies or temporary assignments.

Reasonable accommodations provided for an employee with disabilities will be determined on an individual basis, influenced by the specific needs of the individual employee and the resources of the Springfield Rescue Mission.

It is our sincere hope that your association with the Springfield Rescue Mission will be of long duration and that it will be rewarding and beneficial to you, the Springfield Rescue Mission and those we serve. However, the Springfield Rescue Mission has the right to terminate an employee at any time without cause and the employee has the right to leave at any time as per our "At Will Employment Policy". In addition, SRM reserves its ministerial exception rights with regard to its ministerial ministries.

I hereby agree that this is a Christian ministry. In accepting this position I agree to adhere to the SRM "Statement of Faith", as found in the Employee Manual.

Signature

Date