

Application Instructions: Please submit Resumes and Cover Letters to info@thehaven.house

Houseparents

The Haven fully relies on the power of Jesus Christ and the support of the Christian community to change and save lives. Our desire is to turn the crisis of an unplanned pregnancy into an opportunity for growth for the pregnant woman in our home and to ensure life for her unborn child. We facilitate this by providing a Christian family home setting under-girded by counseling, instruction, and postpartum support.

Overview: This 24/7 ministry provides unique opportunities for the Christian married couple who enjoys the rewards and challenges of living and working with young women. It is the chance to make a life-giving difference in the lives of those we serve.

The Haven Houseparents are called of God, committed to serve, willing to work to create a Godly Christian home atmosphere, firm but loving in relationships, understanding that many women come with problems associated with men, authority figures, and deep hurts.

Reports To: Executive Director

Basic Duties: To work, minister, and live with pregnant young women; to model the love of Christ through their actions and lifestyle to women facing one of the greatest crises of their lives. The couple is not just a mother and father, but are role models of a healthy, loving Biblically based married team. They provide love with structure for women who may have had little of either in their lives.

Personal Qualities:

1. Servant leader.
2. Teachable spirit.
3. High degree of integrity in professional and personal life.
4. Realistic self-image and self-assessment.
5. Self-motivation.
6. Flexibility, able to accommodate change.
7. Operates in Grace.
8. Organized.
9. Discerning.

Education: High School Diploma required and College Degree preferred. (at least 1 spouse should hold a college degree)

Qualifications:

1. Married and committed Christian couple.
2. 30 years of age or older.
3. Active in the Christian community and willing to join Hebron Church if currently members of another church.
4. Maturity sufficient to assume the responsibilities for young women in care.

5. Good spiritual, physical, and emotional health. Must have annual physicals including a TB skin test.
6. Have no substantiated report as a perpetrator of neglect or abuse of children.
7. Satisfactory Criminal Background Check, Fingerprint Screening and DMV Report.
8. Current CPR Certification or willingness to participate in a CPR certification course prior to supervising residents.

Responsibilities:

1. Take responsibility for the full-time supervision of residents, ensuring their physical, social, emotional, educational, and spiritual needs are met.
2. Maintain a comfortable and clean house, with the assistance of the current residents.
3. Assign rooms to residents based on an assessment of age and developmental, social, and emotional needs with the assistance of the Program Director.
4. Help residents meet appointments and other responsibilities, including transportation (with a vehicle owned by The Haven). Know where each resident is when she is outside the Home.
5. Help monitor leisure time activities, including the monitoring of TV, music, phone calls, internet, cell phone use, and visitation.
6. Plan and provide a means of physical exercise and recreation to the residents on a weekly basis.
7. Assist each resident in developing her gifts and talents by recognizing such gifts and lending encouragement and praise.
8. Encourage a wholesome, constructive attitude toward school and assisting with studies.
9. Maintain necessary contact with the residents' job supervisors as needed.
10. Maintain as nearly as possible a Christian environment that is joyful, relaxing and peaceful which promotes a sense of felt-safety.
11. Provide spiritual leadership to young women and hold devotions each weekday.
12. Exemplify Godly manhood and womanhood; able to teach by example various domestic skills.
13. Lead a weekly Bible Study for residents.
14. Maintain an attitude that promotes availability to the residents.
15. Enforce family guidelines and discipline in a loving manner using the Trust Based Relational Intervention model.
16. Try to be aware of each resident's emotional needs; work to help them enter in the activities of the Home and improve their self-image.
17. Be willing to minister to boyfriends and/or fathers, as opportunities arise.
18. Participate actively in interviews and the admission process, in partnership with the Program Director.
19. Responsible for the food/supplies fund to ensure proper food supply and management of funds.
20. Shop for and stock the home with necessary food and household supplies.
21. Plan and supervise preparation of well-balanced meals.
22. Provide appropriate scheduling structure geared to running an efficient home.
23. Assign daily household duties to all residents to maintain a comfortable home.
24. Use good judgment in recognizing sickness and problems associated with pregnancy, labor, etc. Ensure that each resident keeps her prenatal care appointments.
25. Manage the clothes closet and storage of the Home's maternity, personal care items, and baby items.
26. Be willing to assist residents through labor and delivery.
27. Teach good habits for personal hygiene and home maintenance.

28. Attend any training, workshops, or conferences that are recommended to increase skills and staff development.
29. Assist the Program Director in determining the Service Plan for each resident and attend monthly service plan meetings for each resident.
30. Attend weekly staff meetings.
31. Maintain the upkeep of the house, yard, and vehicles as much as abilities allow. Request maintenance and repairs as needed.
32. Represent the Home by making presentations to local church and civic groups as needed.
33. Supervise Volunteers while they are within the home and/or interacting with residents.

Compensation and Benefits: Base monthly salary for each houseparent as well as the full time use of the 2 bedroom/2 bath apartment on the lower level of The Haven Maternity Home which includes all utilities (water, gas, electric, internet, trash service, etc.), groceries, and a monthly benefits stipend to help cover health insurance costs.