

MUSKEGON RESCUE MISSION

JOB DESCRIPTION

POSITION TITLE: Men's Discipleship Supervisor

REPORTS TO: Men's Discipleship Manager

RELATES CLOSELY WITH: Men's Shelter Team Members
Director of Men's Ministries
Shelter Guests
Volunteers

As a team member of Muskegon Rescue Mission, we implement and live out our mission of demonstrating and proclaiming God's love to the less fortunate and homeless people in West Michigan. We do this by caring for and loving the individual as Christ would. We share the Good News of Christ's love and what He has done for us on the cross.

RESPONSIBLE FOR:

- Sharing your faith in Jesus Christ and praying with shelter guests, volunteers and co-workers as opportunities arise.
- Attending to all discipleship needs by supervising guests and providing physical, emotional and spiritual assistance as appropriate.
- Maintaining order and cleanliness of discipleship facilities, performing housekeeping duties as needed.
- Supervising discipleship men; planning and overseeing general day-to-day activities while ensuring correct procedures and proper mission standards are followed.
- Teaching Bible study lessons and life skills
- Transporting Discipleship Program guests to and from appointments as needed, using mission van.
- Maintaining security of shelter, including performing room checks and security rounds.
- Supervising meals and preparation of meals in cook's absence.
- Assisting Discipleship Program Manager in planning group outings and events.
- Assisting with the Discipleship Program intake process.
- Any other tasks assigned by supervisor.

PRIMARY STRENGTHS AND ABILITIES REQUIRED:

- Must be a mature, born-again Christian and be in fellowship with a local evangelical church.
- Must desire to serve men in meeting their physical needs and discipling them in their Christian faith.
- Must provide a clear biblical testimony of a personal experience of receiving by faith the Lord Jesus Christ as Savior and give evidence of His presence in daily living. Must desire to serve the Lord in the ministry of rescue.
- Must be a high school graduate, college graduate preferred.
- Previous history working in a residential rehabilitation environment preferred.
- Must subscribe to the bylaws and statement of faith of the organization.
- Must possess excellent verbal and written communication skills and be able to effectively communicate with guests, team members, volunteers and community organizations.

GENERAL INFORMATION:

- Part-time hourly position
- Hours: 24/week with rotating weekend shifts required
- Must have a valid Michigan driver's license with a clean driving record, along with current vehicle insurance.
- Flexibility in hours may be necessary to meet Mission needs.

I have read the above, and understand that it is intended to describe the general content and requirements for performing this job. It is not an exhaustive statement of duties, responsibilities or requirements. I understand that this description does not preclude my supervisor's authority to add or change duties or responsibilities, and understand that the performance of other duties will be required from time to time in order to meet the Mission's needs. Furthermore, I understand that Michigan is an "At Will" state and that Muskegon Rescue Mission operates as an "At Will" employer. I also understand that, by signing this document, I am stating that I am able to perform all of these duties as described. I have been given a copy of this description.

SIGNATURE

DATE

DATE: 4/2019