MEN'S SHELTER SUPPORT STAFF

Location: Men's Shelter

Position: Full-time, 40 hours/week; flexibility in hours may be necessary.

Salary Range: Undisclosed

Travel: Local Travel Required.

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.

Are you the right person?
Muskegon Rescue Mission Men's Shelter Supervisor is responsible for leading, guiding, and directing shelter guests. Along with the shelter and case management, they will assist in providing encouragement to guests in their everyday activities.

You're an Effective Communicator
You can lead and communicate well with others, as you provide accountability and encouragement to the men in the shelter and to fellow team members. Be able to share your faith and lead a devotional, Bible Study, or chapel service if needed.

You're an Initiator
You take initiative to complete tasks You lead by example and help whenever and wherever is needed.

You have a Compassionate Servant's Heart
You have the ability to meet guys where they are at in life and able to listen and not judge yet provide gentle and appropriate guidance and discipline as needed.

You're Strong in Your Faith
Sharing the love of Christ is at the heart of this position. Your job is to communicate the Gospel and model Christian character. You are an active member in a local church and have a devoted quiet time with the Lord. Are you prepared to share your testimony?

Responsible For:

- Sharing your faith and praying with shelter guests, volunteers, and co-workers as opportunities arise.
- Attending to shelter needs by supervising guests and providing physical, emotional, and spiritual assistance as appropriate.
- Maintain order and cleanliness of shelter facilities, performing housekeeping duties as needed.
- Performing new guest intakes, using computer skills.
- Attending daily chapel service and sharing and teaching the gospel when chapel speaker is absent.
- Maintain security of the shelter, including performing room checks and security rounds.
- Supervising meals and assisting with serving if needed when cook is absent.
- Any other tasks assigned by supervisor.

Required Knowledge and Skills:

- High school diploma or equivalent.
- Ability to read and write in English.
- Have computer skills and ability to use email.
- Maintain a valid driver's license and good driving record.