

GraceSon Housing Foundation

WEEKEND HOUSEPARENT(S) JOB DESCRIPTION

Position: Weekend House Parent(s)

Reports to: Full time House Parents, Hope Program Director

General Description:

Onsite position at GraceSon Housing Foundation, a home for homeless pregnant and parenting teenage mothers and their children. The GHF Weekend House Parent(s) are a vital part of the GraceSon team and are responsible for providing a nurturing, grace-filled family environment for young women and their children. The GHF Weekend House Parent not only supports the full time live-in House Parents by providing 24/7 weekend supervision in the home, they also provide encouragement and mentoring to the residents of the home. Of primary importance is the ability to extend grace and extend Christ's love while upholding responsibility and accountability.

Status: Part-time

Compensation: Contract \$100.00/weekend

Hours: 5pm Friday- 7pm Sunday, once a month (may be asked to fill in on other weekends if needed)

The Weekend House Parent(s) will work regularly scheduled rotating weekend shifts from 5pm Friday evening until 7pm Sunday evening to relieve the regular house parent(s) and support the residents.

The Weekend House Parents may also be asked to provide care for emergency needs and vacations of regular house parents.

Flexibility for vacations and family needs may be permitted with prior consultation of the house parent(s) and approval of the Hope Program Director. If the weekend house parent(s) is not able, due to sickness or serious conflict, to fulfill a scheduled shift they must notify the Regular house parent(s) as far in advance as possible to allow for proper care of the residents.

A. Basic Requirements:

1. Passion for mentoring through building meaningful, trusting relationships with at-risk youth
2. Be dependable, stable, and capable of following through on commitments
3. Ability to plan and cook meals for residents

4. Demonstrate respect for all residents, staff, volunteers and any other visitors of the GraceSon home at all times
5. Maintain confidentiality of GraceSon residents
6. Attend and seek out training opportunities and complete all required readings related to the work of GHF
7. Attend monthly staff meetings
8. Complete and/or maintain certification in CPR, First Aid, AIDS/HIV, blood borne pathogens and a food handler's card
9. Have a current driver's license and automobile insurance, which includes medical and liability coverage
10. Assist residents as needed with transportation
11. Demonstrate successful promotion of and adherence to, the GraceSon Housing Mission Statement, Core Values and Statement of Purpose

B. Primary Qualifications:

1. At least 18 years of age
2. Minimum high school diploma
3. Consistently demonstrate God's love and grace
4. Capable of providing supervision, guidance, and encouragement to each resident according to her specific needs
5. Strong ability to meal plan and cook
6. Experience with working with at-risk youth
7. Strong communication and problem solving skills
8. Strong interpersonal skills
9. Able to obtain certification in CPR, First Aid, AIDS/HIV and blood borne pathogens, and a food handler's card

C. Weekend House Parent Responsibilities – The Weekend House Parent will:

1. Provide coverage of the GraceSon home and supervision of residents when the House Parents are off duty (weekend) or as needed per Hope Program Director
2. Provide an environment of hospitality through preparing meals, facilitation of meaningful conversation, coordinating healthy, fun activities, etc
3. Develop relationships with each resident, cultivating trust and open communication
4. Facilitate conflict resolution between residents and/or model healthy conflict resolution practices when necessary
5. Support residents in all HOPE program activities and requirements, i.e. weekly classes, chores, healthy lifestyles
6. Maintain a clean and well-kept home and yard
7. Involve residents in the home upkeep, under the direction of the House Parent(s)
8. Support residents in cooking, cleaning, laundry and other daily routines while embracing these activities of daily living as teachable moments
9. Maintain regular communication with the House Parent(s) concerning residents and facility needs through daily logs and face to face shift reports

10. Other duties, as needed and assigned by the Hope Program Director or Executive Director