

GraceSon Housing Foundation

WEEKEND HOUSEPARENT(S) JOB DESCRIPTION

Position: Weekend House Parent(s)

Reports to: Full time House Parent(s), Hope Program Director

General Description:

Onsite position at GraceSon Housing Foundation, a residential care facility for unwed, pregnant and parenting teen moms. The GHF Weekend House Parent(s) are responsible for providing a nurturing, grace-filled family environment for young women and children. The GHF Weekend House Parent not only supports the live-in House Parents in providing 24/7 supervision in the home, they also provide encouragement and leadership to the residents of the home. Of primary importance is the ability to extend grace while upholding responsibility and accountability.

Status: Contract

Compensation: \$ 100.00/weekend

Hours: Friday 5:00 pm until Sunday 7:00 pm; One (1) or more weekends per month

The Weekend House Parent(s) will work regularly scheduled rotating weekend shifts from 5 pm Friday evening until 7 pm Sunday evening.

The Weekend House Parent(s) will be asked to provide care for emergency needs and vacations of live-in house parents.

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

A. Basic Requirements:

1. Demonstrate successful promotion of, and adherence to, the GraceSon Housing Mission Statement, Core Values, and Statement of Purpose, Expectations and Faith.
2. Be dependable, stable, and capable of following through on commitments.
3. Demonstrate respect for all residents, staff, volunteers and any other visitors of the GraceSon home at all times.
4. Maintain confidentiality.

5. Attend and seek out training opportunities and complete all required readings related to the work of GHF.
6. Attend scheduled staff meetings when requested.
7. Complete and/or maintain certification in CPR, First Aid, AIDS/HIV, blood borne pathogens and a food handler's card.
8. Have a current driver's license and automobile insurance, which includes medical and liability coverage.

B. *Primary Qualifications:*

1. At least 18 years of age.
2. Minimum high school diploma or equivalent.
3. Model healthy living.
4. Consistently demonstrate God's love and grace.
5. Provide supervision, direction, and guidance to each resident according to her specific needs.
6. Possess the skill and ability to work successfully with the challenging behavior of at risk youth.
7. Have effective communication and problem solving skills.
8. Requires strong interpersonal skills.
9. Able to obtain certification in CPR, First Aid, AIDS/HIV, blood borne pathogens, and food handler's card.
10. Provide assistance while working with residents in order to empower them toward independence.
11. Ability to recognize and embrace teachable moments.

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

1. Provide coverage and supervision of residents.
2. When on duty, willingness to attend or not attend weekly worship services with residents at a church.
3. Support the live in house parent(s) and encourage the residents in using good stewardship of limited resources.
4. Model supportive attitude before residents concerning all program activities and requirements, i.e. weekly classes, chores, healthy lifestyles.
5. Support the live-in house parent(s) with the maintenance of a clean, orderly home and yard.
6. Involve residents in the home upkeep of the home as they work with you.
7. Maintain regular communication with the live-in house parent(s) concerning residents and facility needs through daily logs and face to face shift reports.
8. Other duties, as needed and assigned by the HPD or Executive Director.