

# Portland Rescue Mission

## Men's Recovery Chaplain



### Job Description

**Department:** Men's Ministry                      **Work Location:** Burnside/Next Step  
**Reports to:** Recovery Team Manager

### Employment Status

- |                                               |                                             |                                            |
|-----------------------------------------------|---------------------------------------------|--------------------------------------------|
| <input checked="" type="checkbox"/> Full Time | <input checked="" type="checkbox"/> Regular | <input type="checkbox"/> Non-exempt        |
| <input type="checkbox"/> Part Time            | <input type="checkbox"/> Temporary          | <input checked="" type="checkbox"/> Exempt |
| <input type="checkbox"/> On Call              |                                             |                                            |

**Effective Date:** 7/22/12                      **Typical Hours Required:** M-F, evenings and weekends as needed

### General Description of Work:

The Men's recovery chaplain is responsible to provide recovery counseling, spiritual direction and coordinate volunteers to support the objectives of the new Life Recovery program. This position is also responsible for the implementation and administration of the curriculum needed for spiritual discipleship and recovery; and the promotion of a robust environment of recovery care in formal and informal settings including leading a family group.

### Essential Functions

- Promote a vibrant transformational relationship with God in and among the Residents in the program community, including promotion and nurture of reconciliation, spiritual growth, identity formation, and service.
- Organize and administer curriculum, classes and groups specific to the needs of the men in the assigned phases of the program.
- Nurture a robust delivery of recovery care in both formal and informal settings including involvement by staff, resident peers, partners and churches.
- Work in cooperation with the Recovery Team Manager to implement ministry tasks that provide the greatest opportunities for discipleship and recovery in the program.
- Coordinate with volunteers and staff to bring continuity to Portland Rescue Mission's discipleship and recovery groups and classes.

## **General Functions**

- Provide support as necessary in the areas of discipleship, case work, groups and counseling.
- Render assistance in crisis counseling and case management.
- Provide support to PRM in acting as liaison between PRM and the variety of volunteers, donors, and churches, which support the Mission.
- Participate in PRM special events including meetings, retreats and banquets.
- Seek integration of recovery care with other ministries, e.g., Outreach, Discovery Program, and Shepherd's Door.

## **Knowledge, Skills, and Abilities**

- College degree from an accredited Bible college or seminary, or the equivalency in counseling/relapse prevention education
- Excellent knowledge of chemical dependency, addiction recovery and counseling specific to relapse prevention, including alcohol/drug certification at a supervisor level
- Proficient in documentation, organization, scheduling and classroom participation
- Experience in Microsoft Windows software
- Ability to multi-task
- Self starter
- Prompt and thorough in job performance
- Creative and logical problem solving
- Demonstrated ability to be a team player

## **Personal Attributes & Values**

- A personal relationship with Jesus Christ as Savior and a testimony of continued growth in faith
- Spiritual maturity as defined by traditional Biblical Standards and growing in it through the regular practice of the spiritual disciplines
- Maintain an exemplary Christian life and example
- Adheres to Portland Rescue Mission's Statement of Faith and Code of Ethics
- Desire to serve God in the ministry to hurting men, women and children
- A pleasant, gentle, grace filled manner toward others
- Possess and demonstrates excellent integrity
- Ability to support and articulate the programs of Portland Rescue Mission

- Composed and professional
- Strong team player and self starter
- Ability to effectively handle multiple tasks as assigned

**Equipment Used:**

- Telephone, fax and voice mail
- Computer
- Copier and related office equipment

**Other Duties as Assigned:**

In this and any position with Portland Rescue Mission, it is impossible to predict the many requests and assignments that can and will be made on an employee. Flexibility and a cooperate spirit are crucial characteristics of the person who holds this important position and for the successful operation of Portland Rescue Mission services.

**Mission Statement:**

We share the Word of God and demonstrate the love of Christ to transform the lives of homeless and addicted people.