



110 N. POPLAR STREET • P.O. BOX 352 • WILMINGTON, DELAWARE 19899 • (302) 656-8542 • 653-8314 • FAX 777-5502

Full-time Program Specialist Position

Purpose

Provide staff presence, security, discernment, counsel, and leadership throughout the night and into the first activities of the morning

Qualifications

- Born-again believer in Christ, in word and example
- B.A. in ministry, human services or equivalent
- CPR/AED/First Aid/Blood borne Pathogen certificated or willing to acquire
- Experience working with substance abusers and/or homeless
- Able to deal with people in a variety of circumstances
- Maintain a public and private life consistent with the standards and policies of SBM
- Clean and neat in appearance. - Honest and trustworthy in character

Responsibilities

- Knowledge of who is in the building at all times (includes program residents and guests)
- Oversee the safety of people throughout the night (making inside and outside hourly rounds)
- Supervise the activity of the overnight guest population through morning routines
- Communicate pertinent shelter information and emergency interaction to succeeding shifts
- Answer all phone calls until morning shift arrives
- Informally counsel both resident and guests in coordination with Program Director/Counselors, as time allows
- Evangelize as God directs
- Coordinate early morning resident chore assignments and work duties
- Directly report to and communicate with Program Director
- Perform duties assigned by the Executive Director