



Christian City, Inc. Position Description

Position Title: Ministering House Parent

Department: Children & Family Programs

FLSA Status: Exempt:

Position Purpose: The Ministering House Parent serves as a role model and loving parent for the children under their care.

Relationships and collaborations to be maintained: Children & Family Program Executive, Children & Family Program Executive Director, Christian City, Inc. staff, Crossroads Program staff, Safe Place Program staff, local church ministerial staff, donors, foundations, sponsors, school personnel, DFCS and licensing personnel, parents/guardians of placed youth, human service professionals, relief co-parents, host families.

Minimum Qualifications

- 2+ years' experience working with children ages 5-17, either as a natural parent and/or in a professional capacity
- Christian foundation that is compatible with the core values of Christian City, Inc.
- Ability to lead spiritual, educational, emotional, and social development of children entrusted into their care.
- Be a married male/female couple who can model a healthy marriage relationship, couples married at least 5 years preferred.
- High school or GED required; college degree preferred.
- Must be at least 21 years old.
- Must have a valid Georgia's driver's license and good driving record.
- Able to complete CPR/First Aid
- Biological/adoptive children must be high school age or older, no more than 2 youth allowed in the home.

General Scope of Responsibilities:

1. MHPs are a member of the professional childcare team and provides emotional support, academic enrichment, and direct supervision to a group of children.
2. Provide spiritual mentoring and guidance base on Christian principals.
3. Provide safety, stability, well-being, and permanency planning for each child served.

4. Develop each individual youth's unique abilities to succeed.
5. Encourage each youth to develop a respect and appreciation for our faith-based heritage by being a living example of your faith.
6. Create an atmosphere of acceptance and unconditional love that would make a child feel at home.
7. Respect each youth's natural/biological family; treat families with dignity and respect. Work closely with everyone involved in the youth's life to accomplish reunification of the child and his/her birth family member(s)/guardian(s) when and if possible.
8. Utilize best practice methods and models that align with Trust-Based Relational Intervention (TBRI).
9. Attend staff meetings and participates in continuing educational programs to keep abreast of the changes in the residential field as well as to maintain current license/certification, as required.
10. Keep up to date on licensure rules and regulations.
11. Attend church services on a regular basis to include, but not limited to Sunday morning, Sunday evening, and Wednesday evening, and other services/programs which are appropriate.
12. Provide structure and activities to include time for meals, chores, homework, play, and Christian education/worship and various off-campus activities.
13. Monitor and maintain physical health, well-being, personal hygiene, and special medical needs of all children.
14. Provide transportation for the children to church, school, work, medical appointments, and all necessary events as needed using Christian City vehicles.
15. Maintain all paperwork as required by Christian City Children & Family Programs in conjunction with Department of Family and Children Services, Residential Child Care Licensing, and CARF.
16. Performs other related duties as necessary and as directed by supervisor and/or administrators.

Effect on End Results:

1. Provide a diverse environment so that every child feels comfortable, welcomed, engaged, respected, and honored regardless of race, religion, national origin, sex or sexual orientation.
2. Children in the home will mature in their spirituality.
3. Academic achievement at or above grade level.
4. Children will experience increased self-worth and self-confidence in handling circumstances that lead them to be placed into the program.
5. Children will be able to better handle the traumatic circumstance in their lives and move forward toward positive outcomes emotionally and psychologically.
6. Children will have earlier reunification with their biological/natural parent(s)/guardian(s).
7. Ministry program metrics and outcomes are achieved.
8. Children learn home to make healthy life choices.

Physical activity requirements

- Lift up to 40lbs
- Carry up to 40lbs
- Reach above/at/below shoulder height

- Variety of hand manipulations
- Twist, bend, crawl, squat, kneel, crouch, climb, balance.

Physical Demands & Requirements:

Regularly required to talk, hear, stand, walk, sit, use hand manipulations, handle, or feel objects, tools or controls and reach above and below shoulder height with hands and arms. Employee must be able to lift and carry up to 40 lbs. Ministering house parents are required to be able to perform every physical demand necessary to run a household of 4-8 residents and must be capable of providing emergency services to anyone in need. This may include, but is not limited to running short distances, navigating tight spaces, and carrying/pulling unconscious/injured children (up to age 21) to safety in the event of an emergency. Tasks assigned to this position may involve potential and/or direct exposure to blood, body fluids, infectious disease, air contaminants, and hazardous chemicals. May be subject to hostile and emotionally upset resident/family member, employees, and visitors.

How to Apply:

Email cover letter and resume to Marlon Fyffe, Executive Director, at mfyffe@christiancity.org.