



Cameron Family Center Youth Program

Family & Youth Supervisor

Job Description

Organization

The Great Falls Rescue Mission (GFRM) is a Christian non-profit organization that has been serving the homeless in North Central Montana through emergency services and Christ-centered long-term recovery programs since 1963. GFRM partners with local churches to meet the spiritual needs of the people we serve. The GFRM Cameron Family Center provides a continuum of care specifically tailored to the needs of homeless families offering shelter, intervention, substance abuse recovery, Biblically based counseling/education, life skills development, with a view toward vocational training, employment and re-integration into the community.

Summary

The Family & Youth Supervisor supports the goal of building healthy family systems while families live at the Cameron Family Center. The Family & Youth staff offer programming for children, teens, and families throughout the year. Such programs include, but are not limited to assistance with homework, After School activities, Bible lessons, summer day and residential camp, field trips, family fun days and support for families.

Essential Duties & Responsibilities

- Share the Gospel of Jesus Christ with the children & youth through grace-filled interactions.
- Promote the physical, spiritual, emotional, personal and educational welfare of children & youth in a Gospel context.
- Serve with a Christ-like character, demonstrating the Fruit of the Spirit in all interactions with children, youth, parents and other staff (Galatians 5:22-23).
- Reports to the Family & Youth Program Director
- Plan, organize and implement programming.
- Maintain accurate documentation and other pertinent information for statistical and reporting purposes.
- Lead age-appropriate class lessons, games, crafts and activities.
- Support mothers with younger children in the evenings.
- Provide child-care for children that are newborn to 5 years old while parents are attending classes.
- Interact positively with children, teenagers, parents, GFRM employees, volunteers, donors and the public.
- Assist the Cameron Family Center staff as needed.
- Implement and follow up on safety protocols, reports and meetings.
- Communicate truth and practice integrity in all matters.
- Conduct self in a safe manner and help always maintain a safe working environment.
- All other duties as assigned.

Qualifications

- Have a solid Bible-based evangelical Christian faith which aligns with GFRM's Statement of Faith and core values.
- Member of a solid Bible-based evangelical church.
- Valid Montana driver's license and insurable under GFRM's policy.
- Experience working with children and/or teenagers in a church, school or non-profit organization setting.
- Highschool graduate or equivalent
- Must be able to pass an extensive background check.

Skills

- Must be able to effectively multi-task, be a team player, have good communication skills.
- Excellent people skills, with proven ability to encourage and motivate others.
- Teachable spirit and willingness to submit to leadership.
- Self-motivated, exhibiting responsibility, maturity, integrity, and dependability.
- Genuine burden to have people come to Christ.
- Able to counsel, based on Biblical truths and practical tools.
- Able to teach one-on-one and in a group setting.
- Committed to team participation. Must be effective in working with staff within the facility.
- Must be an initiator who can work under deadlines.

Physical Demands

- Must be able to work indoors in an office setting and a large activity room.
- Must be able to work outdoors in various weather conditions.
- Must be able to physically interact with children and teenagers in indoor and outdoor activities.
- Lifting of up to 50 pounds may be required in addition to physical activity.

Software & Equipment

- Must be familiar with Windows, Microsoft Word, and Excel
- Must be familiar with basic office equipment, such as computers, copiers, and printers

Work Environment

This position will function to a large degree in a community environment. Part of normal duties for this position will include interaction with an at-risk population where errant behavior and disease risk may be present. Appropriate safety considerations will be required to avoid illness or injury.

Applications can be picked up and are accepted with your resume at:

**Great Falls Rescue Mission
Administration Office
408 2nd Avenue South, East Entrance
Monday – Friday
8:30 am – 5:00pm
(406) 761-2653**

**Gary Nowell, Family & Youth Director
(406) 761-2145
gary.nowell@gfrescuemission.org**