

Miracle Hill Ministries
Internal Job Posting

Date: July 12, 2017

Job Posting: 2nd Shift Shelter Case manager/ Counselor

Location: Greenville Rescue Mission, Greenville, SC

FLSA: Salary/Exempt

Reports to: Director, Greenville Rescue Mission

Date Job Available: Immediately

Job Posting # 3020-1

Basic Job Description:

Summary / Purpose of Position:

To promote the sharing of the Gospel by providing supervision, guidance, and assistance to guests through education, counseling, and social service support. Counselors must be able to deliver practical recovery educational services, which are Biblically supported and twelve-step compatible. Aspects of the position include assessment, facilitation of group sessions, teaching, and providing individual counseling. Must work internally and externally to assist guests in attaining necessary and appropriate Christian and support services.

Essential Duties and Responsibilities:

- Have a willingness to share the good news of Jesus Christ, give a personal testimony and pray with/for those served by the ministry. Must be comfortable and willing to lead a guest to the Lord.
- Models vulnerability to the guests when appropriate.
- Serve guests who desire to find change from homelessness, addictions, and/or mental health issues through counseling, case management, and coordination of services.
- Assist guests in coordinating necessary services internally and externally of the ministry while developing partnerships within the community.
- Assure quality and consistency of guest care through maintenance of the guest database while using approved counseling and case management skills and tools.
- Maintain proper channels of communication within as well as outside of the facility.
- Occasional representation of Miracle Hill through visiting and presentations at local churches, businesses, and partner agencies.
- Develop relationships with volunteers.
- Other duties as assigned by the director.

Supervisory Responsibilities:

- Direct supervision of a guest caseload.
- Responsible to oversee some aspect of facility operations.
- Responsible to participate in guest evaluation and correction.
- Assume specific administrative duties in the absence of and as authorized by the director.

Qualifications:

- Education or equivalent experience: A Bachelor's or Master's Degree in a relevant field, A Master's degree is preferred.
- Years of experience: 3-5 years in a related field

- Mental health training and/or experience in professional mental health fields is preferred.
- Specialized training helpful: ministry, public or business administration, social science, case management, addictions, problem solving, and decision making.
- Possess good oral and written communication skills.
- Possess the ability to speak the truth in love while accurately interpreting communication in relationship.
- License/Certification: AACC or another nationally recognized counseling organization. State licensure preferred.
- Other: If applicant is in recovery, a minimum of 5 years clean and sober is required for eligibility.

Religious:

- Be followers of the Lord Jesus Christ expressed through a personal profession of faith and Christian conduct
- Agree without reservation with the Doctrinal Statement of the ministry.
- Since the church is God's vehicle of spiritual accountability, it is important that employees be an active participant in and in good standing with a local Protestant Church. They must comply with the requirement of their church, in areas of conduct not addressed by Miracle Hill's expected practices
- Have a passion for evangelism and the spiritual welfare of all served by the ministry to include: clients, volunteers, customers, contributors, and staff.
- Demonstrate spiritual maturity commensurate with the requirements of your position.
- Christian conduct encompasses the biblical principles of humility, integrity and compassion to guide us to act professionally and ethically at all time. Miracle Hill Ministries understands that we have all fallen short in our past but the employees are expected to practice Christian conduct at Miracle Hill including:
 - Abstain from the use of illegal drugs or the inappropriate use of medication.
 - Abstain from activities or addictions that have a detrimental effect on clients or the reputation of the ministry. According to the teachings of Romans 14:13-23, we are to keep from becoming a stumbling block to those within the ministry who may be apt to addiction. It is important to exercise biblical discretion by restricting your freedom in public to include: use of addictive substances such as alcohol or tobacco, choice of literature, and the choice of entertainment. It is important to demonstrate sound judgment that is based on biblical principles that displays evidence of spiritual growth and maturity. (Titus 2:11-12).
 - Relationships, particularly with the opposite sex, are above reproach.
 - Live free of sexual sin (to include pornographic materials, homosexual conduct, and extra-marital relationships).
 - Respect the sanctity of life from conception until death in God's timing

If interested in the above position, please log on to www.miraclehill.org to complete the online employment application.