



## **FATHER MENTOR**

### **Volunteer Position Description**

Updated March 28, 2018

#### **Summary**

The Father Mentor (FM) is responsible for mentoring clients who will be or are fathers in a way that educates them on relationships, pregnancy, and parenting. They can provide literature and referrals that are relevant to the client's situation. They will be a support person for clients and provide a loving, non-judgmental atmosphere in order to build trust with and be there for each client. They may, after developing a relationship with the client, facilitate formal meetings with the client and go through curriculum at the center.

Also, since Father Mentors converse with their clients more frequently than Client Advocates do, relationships with clients are stronger and more frequent opportunities to share the Gospel occur.

Due to the nature of this being a multifaceted ministry with limited staffing, volunteers may be asked to perform miscellaneous duties outside of this volunteer description as requested by PRC administrators.

#### **Reports To**

Immediate Supervisor: Client Services Manager (CSM)

Secondary Supervisor: Operations Manager (OM)

Tertiary Supervisor: Executive Director (ED)

#### **Faith-Based Ministry Qualifications**

- Be a committed Christian who demonstrates a personal relationship with Jesus Christ as Savior and Lord
- Be a consistent witness for Jesus Christ, possessing and demonstrating excellent integrity
- Exhibit spiritual maturity as defined by Biblical standards
- Demonstrate a courteous and Christ-like manner in all relationships
- Have a heart of compassion and caring toward the hurting; passionate about ministering life transformation in a life-affirming ministry setting
- Exhibit a strong commitment and dedication to the sanctity of human life
- Agree with and be able to uphold without reservation the *Statement of Faith*, *Statement of Principle*, *Statement of Mission & Vision* and the *Commitment at the Center*

#### **Essential Duties & Responsibilities**

- In a loving and appropriate manner seize upon God provided opportunities to share the Gospel
- Create and maintain mentor relationships with the clients assigned to them
- Maintain confidentiality
- Keep a complete and accurate record of interactions with clients
- As appropriate, provide the client with referrals or PRC approved brochures and literature

- If the client expresses interest, arrange meetings at the center to go through the *Practical Fatherhood* curriculum and facilitate such classes

### **Education and Experience**

- High school diploma or equivalent
- Experience in fatherhood
- Experience in counseling (a plus but not required)
- Helpful to be bilingual (but not necessary)

### **Key Competencies**

- Ability to communicate verbally with confidence and clarity
- Ability to listen actively and respond with empathy
- Ability to follow instructions properly
- Ability to understand and respond to non-verbal signals
- Maintain a neat and well-groomed appearance
- Maintain confidentiality and show discretion
- Adhere to ministry policies and procedures
- Ability to remain calm under pressure
- Experience in information and time management
- Attention to detail
- Show initiative
- Must be reliable
- Must be able to adapt quickly and easily

### **Work Environment / Physical Demands**

Regularly required to sit; use hands to finger, handle or feel; reach with hands and arms and talk or hear. Occasionally, required to stand, walk, stoop, kneel, crouch or crawl. Must be able occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, depth perception, and ability to adjust focus. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.