



REALITY CHECK: SRA Community Outreach Specialist Job Description

Proposed: November 23, 2015

Summary

The Sexual Risk Avoidance Community Outreach Specialist facilitates the building of relationships for *Reality Check* (RC) and *The Pregnancy Resource Center of Salt Lake City* (PRC) with individuals and organizations in the broader community, religious and secular, so that the RC's Sexual Risk Avoidance Program (not to be confused with its "Title V" program) can expand its impact within Salt Lake County and also into other parts of Utah.

This is a part-time (non-exempt) position requiring occasional weekend hours.

Reports To

Immediate Supervisor: *Reality Check* Co-Directors

Secondary Supervisor: PRC 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*

Education and Experience

- High school diploma or equivalent
- A willingness to continue education on the subjects of abstinence, marriage, STD/Is, and culture trends in sexuality, and other aspects of this position.
- Have experience in teaching, public speaking, or being in front of an audience to perform via singing, drama, etc. (a plus but not required)
- Basic knowledge of medical terminology (a plus but not required)
- Bilingual Communication (a plus but not required)

Training

- Real Essentials/WAIT Training certification (16 hours of training) under the certified Reality Check Administrators under the direction of The Center for Relationships Education (<http://www.myrelationshipcenter.org>) in Aurora, CO.
- Continuing education by reading material, attending seminars, and/or pursuing other CE opportunities as recommended provided by RC Administrators, appropriate governmental entities and/or other RC Team members and by studying pertinent cultural trends in sexuality, marriage, STD/Is, abstinence, etc.
- Continuing education by reading material, attending seminars, and/or pursuing other CE opportunities as recommended provided by PRC ED.

Essential Duties & Responsibilities

- Daily Biblical devotions, praying for the ministry, and personal maintenance of a healthy relationship with God.
- Personally practicing and adhering to the Biblical principle of sexual contact in the context of marriage.
- Utilizing interpersonal and communication skills to be used primarily in classroom settings (30 students is a typical size) but also on occasion with smaller groups and/or individuals.
- Cultivating community partnerships for the PRC and RC with other individuals and/or organizations (government agencies, school boards, principals, churches, etc.).
- Using a computer for the purposes of scheduling, communicating, collecting and analyzing data, and for generating documents, reports and/or presentations,
- Attending scheduled RC Team Meetings.

Key Competencies

- Communicate verbally with confidence and clarity
- Communicate in writing effectively and professionally
- Listen actively and respond with empathy
- Follow instructions properly
- 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
- Work independently
- Problem solve
- 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. Regularly required to stand, walk, stoop, kneel, crouch or crawl. Must be able to lift and/or move up to 10 pounds and 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.