

## Heart of Hope House Staff

House Staff are called by God to this ministry—serving under the guidance of the House Manager to help create a Christ-centered home filled with love, safety, and grace. With compassion and strength, you will walk alongside young women who may carry deep hurts and struggles with trust, authority, or past relationships. As part of a supportive House Staff team of four or more, your role is to offer both firmness and gentleness, helping to cultivate an environment where healing, growth, and hope can take root.

### Qualifications:

- a. Be a committed Christian.
- b. Be qualified on the basis of personal character to work with expectant mothers and have the ability to serve as part of a team.
- c. Be 21 years of age or older and a high school graduate.
- d. House Staff must be able to provide leadership and spiritual guidance to each young woman, according to the situation at hand.
- e. Must have a pro-life stance and be neutral on adoption vs. parenting.
- f. Experience involving the supervision of a group of teenagers, or experience of a practical nature working with youth is helpful.
- g. Shall not be the perpetrator in a substantiated report of neglect or abuse, nor have a criminal record.
- h. Be able to maintain confidentiality in all ministry issues.

### Job Description:

- a. Be a team member in seeing that the philosophy, purpose, and objectives of the home are being implemented with each young woman.
- b. Be a supportive and loving to each of the young women living in the home while maintaining professional distance.
- c. Be a team member under the direct supervision of the House Manager to see that all guidelines of the home are followed.
- d. Maintain an attitude that promotes availability to the young women.
- e. Provide spiritual leadership as opportunities arise.
- f. Assist each young woman in developing her gifts and talents.
- g. Try to be aware of each young woman's emotional needs; work to help them enter into the activities of the home and improve their self-image.
- h. When on duty, perform tasks as needed:
  - 1) Assist in cooking meals and with housekeeping.
  - 2) Assist young women with homework or Bible studies.

- 3) Transport young women to medical appointments, educational, recreational, and spiritual activities.
  - 4) Run errands (grocery store, gas up vehicles, etc.).
  - 5) Teach young women good habits for personal hygiene and proper attire.
  - 6) Greet guests who come to the House and give house tours.
- i. Be flexible when an emergency occurs and it requires you to pivot from an already scheduled event or routine house activities.
  - j. Set an example of a Christian woman.
  - k. Assist in teaching and coordinating classes and activities.
  - l. Assist in planning activities and outings.
  - m. Attend staff meetings and special functions of the ministry
  - n. When needing coverage for an already scheduled workday, work with your team to cover your absence and bring that new information to the House Manager.

Please email your interest to Jodi Burns, Executive Director,  
[jodib@heartofhopeministry.com](mailto:jodib@heartofhopeministry.com)