



Title: Spiritual Counselor or Community Health Worker

Status: Exempt

Hours: Full-time (Approximately 45 hours/week)

Reports To: Executive Director

Position Summary

The Spiritual Counselor or Community Health Worker advances the mission of Center of Hope by providing Christ-centered spiritual care, compassionate guest support, community resource navigation, and volunteer leadership. This position serves individuals and families through pastoral conversations, prayer, discipleship, referrals, and relationship-building while helping oversee Community Closet operations and Saturday programming.

The Spiritual Counselor / Community Health Worker serves as an ambassador for the ministry by cultivating relationships with churches, community organizations, healthcare providers, and volunteers to connect individuals with the physical, emotional, and spiritual resources they need.

Qualifications

Required:

- A growing personal relationship with Jesus Christ and a lifestyle consistent with Biblical Christian principles.
- Passion for sharing the Gospel with wisdom, compassion, and respect.
- Ability to pray with and spiritually encourage guests when opportunities arise.
- Excellent interpersonal and communication skills.
- Ability to build trust with individuals from diverse backgrounds.
- Ability to maintain confidentiality.

- Strong organizational and time-management skills.
- Ability to work independently while collaborating with a team.
- Basic computer proficiency.

The preferred candidate's experience will include the following:

- Bachelor's degree in ministry, social work, counseling, psychology, community health, or a related field OR Community Health Worker (CHW) certification.
- Experience in pastoral ministry, nonprofit ministry, case management, or community outreach.
- Established relationships within the local Christian community.

Core Competencies

The ideal candidate demonstrates:

- Christ-centered servant leadership
- Compassion and empathy
- Strong listening skills
- Emotional maturity
- Professional boundaries
- Teamwork
- Flexibility
- Integrity
- Initiative
- Excellent judgment
- Confidentiality

Essential Responsibilities

To that end, responsibilities include, but are not limited to:

1. Serves as a member of the Center of Hope staff.
2. Community Closet responsibilities:
 - a. Sharing the gospel in a natural non-threatening way
 - b. Provide compassionate Christ-centered care to guests through conversation, prayer, encouragement, and Biblical guidance at Center of Hope, the Jail, Hospital, Prison, and/or other settings.
 - c. Assist guests in identifying spiritual, emotional, physical, and practical needs.
 - d. Assist guests with navigating community resources and services.
 - e. Collaborate with other members of the ministry team to effectively meet the spiritual, emotional, and psychosocial needs of guests

- f. Advocate for guests while encouraging personal responsibility and healthy life choices.
 - g. Participate in staff meetings, prayer, and ministry planning.
 - h. Maintain accurate and confidential guest documentation.
 - i. Serves as a resource to assist with other duties in the Center of Hope, as needed.
3. Saturday programming
- a. Help provide a welcoming environment for guests.
 - b. Recruit, train, schedule, and encourage Saturday volunteers.
 - c. Oversee Saturday Community Closet operations, which includes overseeing and training Saturday volunteers.
 - d. Ensure ministry activities are organized, safe, and guest-focused.
 - e. Assist with problem-solving during ministry operations.
4. Community Engagement responsibilities:
- a. Serves as an advocate and liaison to community agencies.
 - i. If certified as a Community Health Worker, actively participate in the local CHW network and represent Center of Hope services.
 - b. Coordinate referrals to churches, healthcare providers, counseling services, housing agencies, and other community organizations.
 - c. Provide support in presenting the Center of Hope's Mission at churches or public venues.
 - d. Being in active communications with leaders in our community to ensure the needs of our community are being met at the Center of Hope and beyond.
 - e. Assist with partnership development and collaborative initiatives.
5. Perform other duties as assigned, such as supporting fundraising events and community outreach activities.

Faith Expectations

Because Center of Hope is a Christ-centered ministry, this position requires a personal commitment to the Christian faith and agreement with the mission, vision, and core values of Center of Hope.

The ideal candidate should:

- Demonstrate Christian character in daily life.
- Be willing to pray with guests.
- Comfortably share the Gospel when appropriate.
- Treat every individual with dignity, compassion, and respect, regardless of their beliefs or background.

- Support the ministry's Statement of Faith and Christian mission.

Required physical abilities:

Physical demands of the job generally described: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand, walk, sit, and climb stairs. The position requires finger dexterity, good color vision, good hearing, good vision and speaking skills.

Lifting requirements: The employee may occasionally need to lift and/or move 30 or more pounds.

Mention of exposure to other physical hazards: N/A

Cognitive/Mental Requirements: The position requires reading, mathematics, writing, analyzing data or report information; drawing conclusions from written or computer generated materials; developing plans, procedures, goals, strategies, budgets or processes based on data analysis of experience; creating methodologies for accomplishing a goal; evaluating performance of others; directing activities of others to persons and/or other resources; and directing activities of others to accomplish a goal.

Responsibilities, expectations, and standards

Adherence to COH vision/mission: The person in this position functions consistent with the Center of Hope vision and mission.

Maintain confidentiality: Center of Hope guests have an explicit right to confidentiality. Ministry staff will maintain standards of confidentiality for all guest information. Guest information is to be shared only with team members and volunteers as appropriate. Information may be shared with others (outside agencies) only after proper releases have been obtained. All staff are held accountable for the confidentiality of communications between clients and staff and all information in the physical and electronic donor records. Since the nature of our relationships is one of trust, respect and personal commitment to our donors, the Ministry expects employees to reinforce these concepts and refrain from discussing proprietary or confidential information.

No records or lists will be maintained where they may be seen or read by other people we serve or members of the community. All office files and records created by employees of Center of Hope for the purpose of

administering the offered programs and services are considered the property of Center of Hope.

Willing to lead others to Christ, to pray with them, and disciple them:

The preferred candidate should have a faith in Jesus Christ that when presented with an opportunity to share their faith, they are confident to do so. The preferred candidate is a person who has the ability to work with many different kinds of people-groups. These groups may be believers in the Christian faith or not. The preferred candidate should be of the integrity to not accept gifts that do not line up with core principles of the ministry.

Other

Acknowledgement statement

I acknowledge and will adhere to the above duties to the best of my ability.

Printed Name (to be typed in when applicant agrees to terms)

Signature: _____ Date_____

Executive Director: _____ Date_____

Executive Director
Center of Hope
1905 E 8th St
Sioux Falls, SD 57103
No phone calls, please

Nothing in this job description restricts administration's right to assign or reassign duties and responsibilities to this job at any time.