

## **Water Street Mission Job Description Boys Program Manager**

**Summary:** Responsible for the management of the Boys Program at Teen Haven.

**FLSA:** Exempt; Full-time

***The Boys Program Manager must be:***

- ☐ Willing to sign the Water Street Mission Statement of Faith
- ☐ A current member or regular attendee of a local church
- ☐ Able to fully support the Water Street Mission core values and ministry philosophy

***Essential Duties:***

- Develop intentional relationships with male youth in the City of Lancaster with a focus on evangelism, whole-life discipleship and leadership development
- Participate in the development and management of the Teen Haven program as a whole; in particular, manage the Boys Program
- Teach, pray with students, give talks, lead Bible Studies, lead discussions, lead activities.
- Share the Gospel of Jesus Christ in both words and by example.
- Interact with parents to further the wellbeing of Teen Haven youth and their families
- Recruit, train and supervise volunteers, as requested by the Teen Haven director
- Assist in representing Teen Haven among donors and community partners
- Create a safe, fun and loving environment
- Work in full coordination with Teen Haven/WSM staff team at all times to identify, report and respond appropriately to any potential threats to the safety and wellbeing of youth
- Other duties as assigned by the Director of Teen Haven

***Education/Experience:*** High School Diploma/GED. A minimum of two years experience in human services, ministry, preferably an urban youth ministry, valid driver's license. Ability to operate a 15-passenger van.

***Supervised by:*** Teen Haven Director

***Physical Demands:***

*Occasionally = 1%-33%; Frequently = 34%-66%; Continuously = 67%-100%*

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position.

- Stand, walk, or sit - *continuously*
- Use hands to finger, handle, or feel - *continuously*
- Lift and/or move up to 50 pounds - *occasionally*
- Weekend and evening availability - *frequently*

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### ***Christian Life:***

Water Street Mission is a privately funded 501(c)3 non-profit, evangelical Christian ministry. Our designated purpose is religious and we are a Christ-centered ministry that is dedicated to sharing the Gospel and helping the homeless and impoverished. We consider every position to be essential in the fulfillment of our ministry and purpose statement. As such, each employee must have a relationship with Jesus Christ as their personal Savior and Lord. All employees must:

- ☐ Be able and willing to share the Gospel and participate in the ministry activities of Water Street Mission.
- ☐ Subscribe to the Water Street Mission Statement of Faith and Qualifications of Employment upon hire and continuously while employed.
- ☐ Adhere to the Water Street Mission Employee Handbook.

**My signature below acknowledges that I have read and understand the job description as described herein and I can perform that which is required under Physical Demands unless otherwise noted. I understand that this job description is not all-inclusive and that employment is at-will.**

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Signature

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Printed Name

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Date