



Job Title: Correctional Facility Ministry Volunteer
Department: Outreach
Work Location: Akron Correctional Facilities
Reports To: Becca Pavlik
Status: N/A
Classification: N/A

Reaching Above Hopelessness and Brokenness, Inc.

RAHAB Ministries strives to share the hope of Jesus Christ with broken and undervalued women, including survivors of human trafficking.

What You Will Do/Need (Job Summary)

Serve and build relationships with women in the facilities. Attend Bible studies and bring refreshments, while building relationships. Opportunity to teach Bible Study, though not required.

Responsibilities (Essential Duties and Responsibilities)

Administrative:

- Log your volunteer hours after visits
- Take attendance
- Send Contact Data to Becca (bpavlik@rahhab-ministries.org) in a timely manner
- Other duties, as assigned

Direct Care:

- Foster a safe and encouraging environment for the women you are visiting
- Follow all safety protocols and procedures in order to maintain safety and security
- Intentionally listen well. Make sure the woman knows you are not judging her, you are there to listen & show the love of Jesus.
- Ask to have small discussion groups. Lead these and lead prayer.

Coordination:

- Work closely and communicate regularly with other volunteers in this program, as well as recording all info and sending it to Becca.
- Coordinate with volunteer team leader regarding schedule.
- Coordinate with other volunteers to bring refreshments and snacks once a month.

Minimum Qualifications (Knowledge, Skills, and Abilities Required)

- Mature relationship with Christ
- Empathy when it comes to our women. We may not agree with their choices, but we have no idea what's led them to make these.
- Humble, team player with strong integrity
- Punctual
- Trauma informed
- General knowledge of human trafficking field and effects of sexual exploitation



- Strong communication skills, both written and verbal
- Complete Essentials and Specialized trainings prior to starting
- Complete PREA training through Oriana House
- Complete Ministry Safe training
- Complete volunteer paper work
- Must be 21 years of age or older
- Must have a valid Ohio Driver's License
- Must submit and pass a Federal Background check

What Will Make You Special (Preferred Knowledge, Skills, and Abilities)

- Trauma informed
- Previous experience in jail or correctional facility ministry
- Previous experience and knowledge in human trafficking field

Characteristics of the Position (Competencies)

- Seeks to foster a positive and encouraging environment
- Ability to listen well
- Strives to share the Gospel with our women
- Comfortable with meeting women where they're at

Physical Demands and Work Environment

Light physical demands.

Position Type and Expected Hours of Work

Thursday evenings or Saturday mornings twice a month

Travel

Local travel to Akron Correctional Facilities

Note: This job description in no way states or implies that these are the only duties to be performed by the employee(s) in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at-will" relationship.

Employee Acknowledgement

Signature

Date

Printed Name