



1930 Veterans Memorial Highway,
Islandia, N.Y. 11749 Suite 4
631-738-8829

bolcenter@optonline.net
www.breathoflifecenter.org

BREATH OF LIFE CENTER, INC. MATERNITY HOME RESIDENT HOUSEMOTHER

POSITION:

The Resident Housemother must be called of God; committed to serve and willing to work to create a Godly Christian home atmosphere and have a vision for life-change and positive transformation for each resident. This is a missionary position and an opportunity to serve the Lord. Breath of Life Maternity Home is a ministry to both moms and their babies offering hope, care, compassion, love, security and structure in their greatest time of need.

The Resident Housemother is responsible to assist in all aspects of residential operations and to support delivery of programs and services in the fulfillment of the mission of Breath of Life Center, Inc. in accordance with its principles, code of conduct, statement of faith, mission statement and the policies and procedures.

The word says "To teach the children, so the next generation would know the decrees of the Lord, even the children yet to be born, and they in turn would tell their children." Psalm 78:6

QUALIFICATIONS:

- Must be a committed Christian
- Must have a pro-life belief
- Must be qualified on the basis of personal character to work with expectant mothers and the ability to serve as part of a team
- Must be capable of providing leadership and spiritual guidance to each of the young women according to her specific needs
- Must be able to maintain confidential information
- Must have CPR certification for both Adult and Infant which is to be renewed every two years along with basic knowledge of first aid and safety
- Must own a car and have a valid New York State Driver's License or in the process of getting one.

- Must not be the perpetrator in a substantiated report of neglect or abuse. A criminal background check is essential along with fingerprinting and a referral by a Pastor.
- Must be a high school graduate
- Good communication skills, excellent judgment skills and strong crisis intervention skills.
- Basic computer literacy

RESPONSIBILITIES:

- Oversee the operation, labor, and management of the house
- Must be willing to be at and available at the premises for five consecutive days and nights each week (an alternative staff person will cover the other two days and nights each week)
- Assist in the intake of a new resident along with the Executive Director, a member of the Board of Directors and our LCSW.
- Assist in room arrangements and orientation for a new resident
- Provide spiritual leadership to the residents by overseeing daily devotions and bible studies and help facilitate weekly worship service attendance at a local church.
- Supervise residents' daily chores and kitchen duties to teach responsibility and maintain the home atmosphere
- Help monitor leisure time activities, including monitoring of TV, music, phone calls, and visitation
- Be supportive and loving to each of the young women living in the home while maintaining a professional distance. Encourage each young woman to learn to live with and adjust to the demands and blessings of this large family setting.
- Maintain a daily log on each resident, briefly indicating both progress and problems
- Oversee daily medications and maintain a daily medications log for each resident
- Ensure that all program policies and procedures, and rules are followed and report violations to Executive Director and work together to combine discipline and reinforce positive behaviors
- Ensure that any threat to safety or any contagious, infectious, or serious health issues regarding adult or child residents are reported to Executive Director immediately. This includes onset of labor for a resident.
- Respond quickly and appropriately in the event of an emergency or life-threatening situation by calling 911.
- Performing various tasks including answering the house phone and mobile phone, handling mail, recording petty cash, etc.

- Make and if needed attend all necessary medical appointments for each resident
- Provide transportation when necessary for residents to appointments, school, church, volunteer or work opportunities.
- Maintain shared upkeep with house manager on house, property and vehicle with the help of the residents. Request repairs as needed to the House-manager.
- Procure all items necessary for daily living.
- Assist House-Manager in planning menus, give instruction in basic meal planning and food preparation with residents
- Assist House-Manager to organize outings and recreational activities along with a volunteer for the residents.
- Attend staff meetings and special functions.
- When on duty at the house, be an active member of the household maintaining an attitude that promotes availability to the residents.
- Assist each new mom after childbirth. This is her time to rest and bond with the infant. Assist her in caring for the child and implement the Standard of Care Plan
- Other duties as required.

You will receive free housing and food for your service at the home along with additional bonuses as deemed appropriate.

A small weekly salary will be given for Case Management Work for each resident some of which includes:

- Participate in developing a care plan for each resident, in cooperation with the Executive Director or Program Coordinator and Counselor, containing goals and objectives with projected dated of accomplishment and involve the resident, referring agency if relevant, and family whenever possible. A written report will be submitted weekly along with a meeting with the Executive Director or Program Coordinator on the status, progress and family situation of each resident during Care Plan meetings.

Breath of Life Center Inc. has a probation period of three months. Therefore, it is expected for you to commit to three months of service. After which it will be decided if this is a permanent position.