



## **Job Description**

### **Respite Missionary Position**

LifeHouse Houston Inc., is a Christ-centered housing ministry for young women ages 12+ that are in an unplanned pregnancy. Our desire is to turn the crisis of an unplanned pregnancy into an opportunity for growth for the pregnant woman and to ensure life for her unborn child. We facilitate this by providing a Christian family home setting under-girded by counseling, life skills instruction, and post-partum support. We have two maternity homes in South Houston on adjacent properties, creating a campus-like atmosphere.

#### **Respite Housemother Basic Duties:**

This urban missionary position requires the Respite Housemother (RH) to work, minister, and live with pregnant women as well as model the love of Christ through personal actions and lifestyle to residents. The RH serves as a role model of a healthy, loving Biblically based person. She provides love with structure for women who may have had little of either in their lives.

#### **Key Responsibilities:**

- Provide respite for houseparents by assuming full responsibilities of housemother in rotational shifts.
- Coordinate and oversee day-to-day activities of the home and care of residents during your shift.
- Maintain a comfortable and clean house, with the assistance of the residents.
- Help the women meet appointments and other responsibilities.
- Enforce family guidelines and discipline in loving manner utilizing connecting principles.
- Be willing to assist women through labor and delivery and hospital stay if it happens on your shift.
- Model being a Christian woman to the residents.
- Be willing to pray, lead family devotions, share the gospel, and disciple the residents as the Spirit leads and opportunities arise.
- Participate in the intake procedure and discharge. Keep files of residents up to date.
- Implement LifeHouse Resident Handbook with residents.
- Participate in ministry staff meetings and program team meetings as requested.
- Plan, purchase and supervise preparation of well-balanced, nutritious meals for the residents during respite shift.
- Use good judgment in recognizing sickness and problems associated with pregnancy, labor, etc. Ensure that each resident keeps her prenatal care appointments.
- Manage the spending of funds for the home during your respite shift, staying within the LifeHouse budget as the guide.



- Teach residents good habits for personal hygiene and home maintenance.
- Other duties as may be assigned.

**Schedule:**

House manager will serve as full-time employee of LifeHouse working on a 5-days on, 2 days off weekly rotation.

**Qualifications:**

- A committed Christian woman living in the Houston area
- Maturity sufficient to assume the responsibilities for young women and residents in care.
- Good spiritual, physical, and emotional health.
- Must have driver's license and insurance.
- Education, training, and experience sufficient for the position duties. Previous experience in working with unwed mothers is preferred.
- Have no substantiated report as perpetrator of neglect or abuse.
- A 6-month commitment for this position is preferred.

