



**Job Title:** Men's Coach

**Ministry Purpose:** This position plays a significant role in achieving the religious mission of Positive Options and thus has a ministry purpose, and supports Positive Options' long-term vision of tripling the number of lives saved in 15 years, 5,000 lives by 2040.

**Qualifications:**

*Code of Christian Conduct*

- Be a committed Christian who demonstrates a personal relationship with Jesus Christ as Savior and Lord.
- Maintain and promote a lifestyle of sexual purity.
- Exhibit a strong commitment and dedication to the sanctity of all human life from conception to natural death.
- Reinforce the humanity of the unborn child with clients, their guests, staff, volunteers and donors.
- Able to share the Gospel.
- Participate in prayer, devotions and worship as a team and as a full staff.
- Expresses a desire to reach men and women considering abortion with Biblical truth in love.
- Agree with and be willing to uphold the Mission, Vision, Core Values, Statement of Faith, Statement of Principles, and policies of Lakeshore Pregnancy Center.
- Be in consistent fellowship at a local church.

*Education*

- Hold a minimum of a Bachelor's Degree in a helping field or related experience equivalent.

*Experience*

- Possess or be willing to gain a thorough understanding of pregnancy care center ministry and administration.

*Skills*

- Demonstrate professional, organizational and leadership skills.
- Possess and exhibit expertise in interpersonal communication, public speaking, and problem solving.
- Proficiency in computer skills, with ability to utilize Word, Excel, PowerPoint, Outlook, and G-Suite.
- Proficiency in both verbal and written communications.
- Be dependable, stable and capable of committing to this position's responsibilities and duties.
- Ability to handle sensitive and confidential information with integrity and diplomacy.
- Ability to establish and maintain cooperative working relationships.
- Ability to carry out responsibilities with little or no supervision.

*Preferred but not required*

- Spanish-speaking preferred, but not required.

**Reports to:** Center Director

**Supervises:** Male Client Advocates

**Time Commitment:** Average of 32 - 40 hours a week

**Primary Objectives:** The Men's Coach is responsible for the day-to-day operations of Positive Options men's program that engages, empowers, and equips men involved in an unplanned pregnancy as they make life changing decisions. This includes training and counseling men in deeper discipleship.

### **Responsibilities and Duties:**

- Make prayer an integral part of daily operations.

#### *Administration*

- Enter information in eKyros.
- Interact with Better Impact to manage male volunteers.
- Contribute to quarterly Board reports.
- Maintain statistics for program activities.
- Perform specific duties as assigned.

#### *Program Management*

##### Pregnancy Center Focused Programming

- Work closely with the Center Directors to coordinate services.
- Ensure the quality of all male client service activities.
- Be aware of client needs and possible program changes needed to address those needs.
- Coordinate client advocates for training and facilitate pre and post shadowing.
- Implement consistent methods of client follow up.
- Work with the Director of Fatherhood Initiatives and Center Directors to develop and facilitate the recruitment of male client advocates.
- Network with church staff as determined by the Director of Fatherhood Initiatives and/or Center Directors.
- Counsel with clients as needed, or when client advocates are not available.
- Be available to client advocates for information, questions, and assistance with the hard cases.
- Interact with the Director of Fatherhood Initiatives to relate client or staff needs, progress of the center, problems, goal setting, and implementation.
- Research/produce suitable materials for male client interaction and education.
- Provide assistance to any/all staff as directed by the Director of Fatherhood Initiatives.
- Attend and contribute to staff meetings and special events.

##### Community Outreach Programming

- Along with the Director of Fatherhood Initiatives, work together to accomplish the goals of the program.
- Manage and facilitate clients connecting with the local church community.
- Upon request of the Director of Father Initiatives to be available for community events and speaking engagements.
- Contribute to relevant written communications (Talk with Your Teen, Newsletter, MLD Blog) as needed.

#### *Supervision & Evaluation*

- Facilitate and assure that yearly evaluations of volunteers take place.
- Review the on-going performance of volunteers.
- Follow Biblical principles for confrontation when the need arises.

**Personal and Professional Development:**

- Attend conferences, seminars, and workshops as agreed upon by the Executive Director.
- Complete trainings as assigned.
- Take quarterly restoration days. Restoration Days are days alone with God to seek His guidance and direction both personally and professionally.

**Physical Demands:**

- Ability to frequently use a computer and telephone.
- Ability to physically navigate both in and out of the office.
- Ability to drive and travel.
- Carry out the defined responsibilities and duties with or without accommodations.

**I acknowledge that I have received a copy of this job description.**

**Signature** \_\_\_\_\_

**Name (Printed)** \_\_\_\_\_ **Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

(Copy to be given to the individual with the original kept in his or her personnel file.)