

**Richland Pregnancy Services
DAD to DAD (D2D) Coordinator
(Job Description)**

Job Summary

The DAD to DAD Coordinator's primary purpose will be to assist the Men's Ministry Director in building the fatherhood program, including assisting the D2D Director in the ongoing development and implementation of the program and training and supervising of volunteers.

Reports to: Executive Director

Supervises: Volunteers within area of responsibility.

Status: 10 hours per week

Qualification: Applicant should:

1. Be a committed Christian who demonstrates a personal relationship with Jesus Christ.
2. Have a passion for the ministry of RPS and a heart for reaching the lost of our community with the gospel.
3. Exhibit strong commitment and dedication to the sanctity of all human life and would never refer or advise a woman to have an abortion. (When a situation arises where a woman's life is at risk the clinic advocates taking measures to preserve her life, making every effort to insure that the woman and her child can both be saved.)
4. Exhibit strong commitment and dedication to sexual purity.
5. Agree with and uphold the Mission Statement, Statement of Faith, Statement of Principle and policies and procedures of RPS..
6. Exhibit skills and experience in administration, supervision, public relations, public speaking and counseling in the area of men.
7. Respect Confidentiality.
8. Be dependable, teachable, stable, capable of following through on commitments with little supervision, willing to participate in a team environment, takes initiative and able to motivate others.
9. Have a Bachelors Degree in a related field of study.
10. Have experience with basic computer operations.
11. Take the initial Volunteer Training and a level one NANC approved Biblical Counseling Course. (To be completed in the first year of employment if not completed prior to employment)

Responsibilities:

I. Program Development

- A. Work with the DAD to DAD Director to evaluate and develop goals for the DAD to DAD fatherhood program that align with the overall mission of RPS.
- B. Research materials available for Men's Ministry use and evaluate effectiveness for use at RPS.
- C. Assist DAD to DAD Director in developing and mainiting a program for effective ministry to:
 1. Men involved in crisis pregnancy situations.
 2. Post Abortive Men

3. Fathers of babies
 4. At Risk Young Men
 5. Fathers of daughters/sons involved in Crisis Pregnancy
 6. Couples
- D. Assist DAD to DAD Director in overseeing the development of materials that relate to men's ministry/fatherhood program.
- E. Work with appropriate staff to develop strategies to market the availability of men's ministry.

II. Volunteer Management/Training

- A. Assist DAD to DAD Director in conducting screening and pre-training interviews of potential volunteers for the fatherhood program.
- B. Help conduct volunteer training seminars along with other participating staff.
- C. Assist DAD to DAD Director in the orientation of new DAD to DAD mentor volunteers.
Assist DAD to DAD Director in providing ongoing training opportunities for the fatherhood program volunteers to keep volunteers current in issues related to men's needs such as quarterly in-service meetings.
- D. Be available to assist D2D Director in ministering to the emotional and spiritual needs of the Men's Ministry Volunteers.

II. Volunteer Recruitment

- A. Develop volunteer recruitment material for Men's Ministry.
- B. Actively pursue and schedule opportunities to present Men's Ministry to men's groups and other church or community groups which would be a resource for volunteers.

Other Responsibilities

- A. Participate in weekly staff prayer meetings.
- B. Accept assignments not specifically outlined above as requested by Ex. Director or DAD to DAD Director.

DAD to DAD Coordinator will receive an annual oral and written evaluation by the Executive Director.