



# MAGDALENE SERENITY HOUSE

## Resident Support Specialist Job Description

**Location:** Fayetteville, AR

**Position:** Full-Time

**Reporting to:** Executive Director

**Start Date:** October 1, 2021

**Salary:** Starting at \$35,000

**About Magdalene Serenity House:** Our program is a 501(c) (3) non-profit organization and part of a national network of more than 40 programs modeled after Thistle Farms in Nashville, Tennessee. Our goal is to help rebuild the lives of women who have experienced trauma, addiction, and incarceration through safe housing, long-term support, and community partnerships. We provide a comprehensive two-year residential program that comfortably houses up to eight residents for two years, at no cost to them. Residents receive comprehensive, holistic services to meet mental and physical health needs including counseling, medical and dental care, assistance with application for benefits, job and education readiness, and life skills training. For more information please visit [www.lovehealsnwa.org](http://www.lovehealsnwa.org)

### Qualifications:

The successful candidate will possess a Bachelor's Degree in a human service-related field or the job equivalent of a Bachelor's Degree (including but not limited to social work, counseling, peer support specialist, CIT, and/or substance abuse counseling); and at least 2 years of related work experience, including internships. Knowledge of and experience with target population and non-profit experience is desirable. A valid driver's license is required.

### Responsibilities:

- Assist Program Team with telephone screenings, intake interviews, and resident orientation.
- Assist residents with meeting daily living needs, obtaining resources, and meeting their goals.
- Participate in resident treatment planning and documenting resident progress toward goals.
- Assist Executive Director in designing the weekly schedule and other programming as needed.
- Assist with the facilitation, design, and coordination of resident programming.



- Provide crisis management, one-on-one support, and conflict resolution as needed to maintain the safety of all residents.
- Conduct daily safety checks of the residential household.
- Assist with conducting and recording random urine drug screens for all residents.
- Be on call after-hours/weekends as scheduled.
- Provide transportation for residents as appropriate.
- Attend all MSH staff meetings.
- Serve on agency committees as needed.
- Promote the mission of Magdalene Serenity House.

**How to Apply:** To apply please submit a resume and cover letter to April Bachrodt, Executive Director, Magdalene Serenity House at [april@lovehealsnwa.org](mailto:april@lovehealsnwa.org). Upon receipt of your resume, you may be asked to submit three references with contact information.

*\*Magdalene is an Equal Opportunity Employer. We do not discriminate against any person on the basis of race, color, sex, religion, national origin, disability, marital status, sexual orientation, gender, identity or expression, military service or any legally protected status.*

*\*Must pass Pre-Employment Screening.*

