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*Living with Hope*

## **Guest Assistant (Intern/High Impact Volunteer)**

**Reports to:** Director of Women & Children's Shelter

### **Purpose**

Act as a responsible and reliable part of the Guest Assistant Team to provide oversight, assistance and reassurance to participants of UGM Women & Children's Shelter, relating as a sister in Christ, maintaining a safe atmosphere within the Shelter structure, while speaking truthfully with love.

### **Main Responsibilities**

- Be willing and available to provide godly, honest, and kind support to shelter participants, focusing on both goal progression and relational growth.
- Uphold Shelter Rules and Expectations, redirecting Shelter participants as needed.
- Demonstrate a solid Christian foundation in the light of Colossians 3:17 & 23.
- Maintain stock of clean bedding and toiletry items for participants' needs.
- As able, cover volunteer shifts when need arises, including cooking, cleaning, shopping, and support of evening activities.
- Communicate with the team, including maintaining up-to-date notes in the Daily Log.
- Provide honest feedback with grace as a vital member of the Shelter Team (Eph. 4:15).
- Seek and participate in opportunities for personal and/or Team growth.
- Keep up assigned Volunteer Guest Assistant room as per Private Room Use agreement.

### **Requirements**

Positive attitude and willingness to be a team-player.

Strong work ethic and sense of initiative and accountability.

Ability to work with people of all ages, lifestyles, abilities, and cultures.

Knowledge of group work skills and dynamics.

An active member in a local evangelical church, willing to share personal testimony.

