

Helping children. Providing homes. Supporting families. **Bringing Hope.**

Oklahoma Baptist Homes for Children (OBHC) is a not-for-profit Christian children's home serving over 200 at-risk youth and families at our four campus locations. Additionally, eight Hope Pregnancy Centers (HPC) offer caring, non-judgmental support to those who find themselves in an unplanned pregnancy.

Hope Pregnancy Centers are a faith-based, non-profit, life-affirming ministry of OBHC offering pregnancy tests, pregnancy option education, ultrasounds, Empowered Parenting & Fatherhood programs and post abortion ministry. All services are free and confidential.

OBHC Mission Statement

OBHC exists to show and share the love of Christ to children and their families.

HPM Purpose Statement

To help young men and women have hope and choose life in the midst of an unplanned pregnancy.

Statement of Faith

Oklahoma Baptist Homes for Children declares the Bible as the foundation for its faith and practice, and affirms as its confession of faith, the Baptist Faith and Message, as revised and adopted in 2000 by the Southern Baptist Convention.

JOB DESCRIPTION SUMMARY

The Floating Sonographer will be responsible for the performance of her duties and will be appraised by implementation, consistency, quality and performance of her assigned duties toward empowering children and their families to follow Christ.

This position is part time. The employee will receive an hourly compensation based on the hours worked with a minimum weekly salary guaranteed. In accordance with Oklahoma Medical Marijuana and Patient Protection Act, this job is designated as safety-sensitive because of its requirement of **'direct patient care or direct childcare'** and is therefore exempt from the anti-discrimination prohibitions of the Oklahoma Medical Marijuana Act.

Reports To: Medical Services Director for operations & Medical Director for medical services

Location: This position will serve where needed most at the Hope Pregnancy Centers including on the mobile unit

STATEMENT OF FAITH

"For an overseer, as God's steward, must be above reproach." Titus 1:7a, ESV

1. Profess that Jesus Christ is Lord and that Jesus is only one true God, acknowledging that there is no salvation from sins apart from Jesus' death, burial and resurrection.
2. Believe the Bible is the inspired and inerrant Word of God.

3. Mature, Christian person that is actively involved in a Southern Baptist Church or a similar evangelical church.
4. Believe and follow the 2000 Baptist Faith and Message as summarized in the OBHC Statement of Belief.
5. A firm commitment to the sanctity of human life and biblical sexual purity in all circumstance.
6. Concern for God's kingdom, love for those served and a calling to OBHC.

We are a religious employer and we reserve the right to hire based upon religious preference pursuant to Section 702 of Title VII Civil Rights Act 1964.

EDUCATIONAL REQUIREMENTS

1. Sonographer registered in OB/GYN

JOB REQUIREMENTS

"Whatever you do, do it enthusiastically, as something done for the Lord and not for men" Colossians 3:23, HCSB
The Floating Sonographer Will:

- 1. Work with Clients at any of our Hope Pregnancy Center Locations**
 - a. Perform direct and indirect interventions.
 - b. Work in conjunction with physicians, nurses, staff and volunteers to assure clients receive the best medical, nursing, and psychological care possible.
 - c. Provide support and care for the clients and maintain professional standards of care, following the ANA Code of Ethics.
 - d. Possess a sincere desire to reach out to abortion-vulnerable and abortion-minded women.
 - e. Respect confidentiality; comply with all Policy and Procedures and accurate implementation of Physicians orders.
- 2. Represent the clinic in the community as delegated by the HPM Executive Director, Associate Executive Director and Medical Services Director.**
- 3. Express full agreement with corporation's Statement of Principles, Mission Statement, Articles of Incorporation, and By-laws.**
- 4. Be dependable, stable and capable of following through on commitments.**
- 5. Maintain a consistent life-affirming philosophy 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, hoping that the woman and her child can both be saved.*
- 6. Continue Personal and Professional Development**
 - a. Regularly increase knowledge of management, obstetrical, and gynecological care and women's health issues.
 - b. Maintain professional license.
 - c. Attend medical conferences which offer professional training and information pertinent to the clinic's practices.
 - d. Carry professional liability insurance, as necessary.

7. Demonstrate Christ-like Interpersonal Skills

- a. Model Christ-like behavior in word and deed in relationships with staff, donors, trustees, volunteers, men, women, children and families.
- b. Exercise Christ-like confrontational skills (as they arise) while engaging in interpersonal relationships, beginning with one-on-one confrontation.
- c. Recognize and respond humbly to the differences in learning and communication styles, as well as cultural and philosophical perspectives of residents, families and staff.
- d. Demonstrate biblical conflict resolution skills with residents, staff and family members, beginning with confession of personal responsibility in the conflict being addressed.
- e. Actively pursue opportunities for fellowship, friendship and community-building with other staff members.
- f. Recognize the emotional needs, family dynamics and other personal difficulties of the other staff members and respond with love and prayer.

8. Keep OBHC Property and Vehicles Clean and Well Maintained

- a. Follow campus/office procedures regarding maintenance, cleanliness and general upkeep of assigned vehicles.
- b. Report all damage and accidents to campus/office vehicles as per campus/office procedures to the administration.
- c. Keep allotted office space, office equipment, grounds, facilities, buildings, and other resources/areas clean and picked up.
- d. Be proficient and use integrity in the use of computers and other office equipment.

ADDITIONAL RESPONSIBILITIES

- 1. Maintain appropriate attire as dictated by biblical commitment to modesty, specific circumstances, activities and office procedures.
- 2. Maintain punctuality during office hours.
- 3. Arrange time off for personal needs or requests of any type of leave in advance.
- 4. Be available to represent OBHC in public meetings as per request.
- 5. Seeks proper administrative approval on all VISA and charge accounts when purchasing items needed on the campus/in the office.
- 6. Make prayerful and wise financial decisions on purchases approved by the administration.
- 7. Upon receiving OBHC employee VISA statement, compile all receipts, documentation and information to submit within the time designated by supervisor.
- 8. Able to meet all qualifications and expectations as outlined in *OBHC Policies* section (VI., K) unless otherwise specified by qualifications listed in this job description.
- 9. Complete appropriate tasks as assigned by supervisor.