

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.

Mission Statement

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

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 summer missionary is a full-time, temporary position on one of OBHC's four campuses. This job is a full-time position throughout the summer and will require work outside of the typical 8 am – 5 pm office schedule. Schedules vary by campus, but generally are Monday through Friday with weekends off. There will be times Summer Missionaries are requested to cover a residence overnight. Periods of leave (specific evenings and/or days) must be discussed with and approved by campus administration. Applicants must be at least 19 years of age during employment (age 21 is preferred).

Oklahoma Baptist Homes for Children offers housing and food for summer missionaries, as well a stipend that is distributed based on number of pay periods during the time of employment. All campus outings and activities that a summer missionary attends as part of this position will be paid for by OBHC.

This position is classified as *safety-sensitive* under the Oklahoma Medical Marijuana and Patient Protection Act due to its duties involving vehicle and equipment operation and direct patient or child care, and is therefore exempt from the Act's anti-discrimination provisions.

Dates: This position exists during the summer months. Although exact dates vary those dates are generally in late May/early June, July & August. Once an application is received, the campus will inform the applicant of exact dates of employment.

Location: One of the four OBHC campuses**: *Boys Ranch Town (BRT), Edmond; Baptist Home for Girls, Madill; Baptist Children's Home, Owasso; The Vine, South OKC*

**Select the desired campus when completing the online application.

SPIRITUAL QUALIFICATIONS

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 only, inspired, and inerrant Word of God.
3. Mature, Christian person that is actively involved in a Southern Baptist 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 circumstances.
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.

KEY RESPONSIBILITIES

1. Support campus staff and administrators through by helping to plan and lead daily programming (such as swimming, Bible studies, and afternoon recreation), events, trips, work projects, and other miscellaneous needs.
2. Assist with the planning and executing of the daily morning and afternoon programs
3. Attend OBHC's President's Leadership Conference as a chaperone for the residents
4. Participate in recreational activities and other outings on and off campus with the campus staff and residents
5. Work alongside administrative and social services staff to complete various office tasks

CAMPUS SPECIFIC RESPONSIBILITIES

These responsibilities are in addition to the above key responsibilities but relate only to the campus indicated below.

Boys Ranch Town (BRT)

- Travel with the BRT campus staff and residents to Angel Fire, NM for the biennial campus trip.

Baptist Children's Home, Owasso

- Complete a lifeguard certification program & serve at the campus pool

FACILITIES AND PROPERTY MAINTENANCE RESPONSIBILITIES

1. Ensure OBHC facilities, including allotted working space and living space, are clean, safe, and well-maintained.
2. Follow campus procedures for vehicle use, building care, and maintenance reporting.
3. Use computers and office equipment proficiently and with integrity.

PROFESSIONAL CONDUCT AND RESPONSIBILITIES

1. Become familiar with and adhere to OBHC Policy, OBHC Procedures and OHS Licensing Standards as required.
2. Attend all staff meetings and trainings as requested.
3. Model Christ-like behavior in all interactions with staff, families, donors, volunteers, and residents.
4. Practice biblical conflict resolution and Christ-like confrontation.
5. Collaborate with OBHC personnel to maintain a consistent, positive environment.
6. Represent OBHC professionally at public events when requested.
7. Maintain modest dress, punctuality, and adherence to assigned hours.
8. Use OBHC resources responsibly.
9. **Complete additional tasks as assigned by the supervisor.**