

## Serenity Recovery Network – Men’s House Program Director

We are looking for a motivated recovering person who is enthusiastic about helping addicts and alcoholics recover from the disease of addiction. Serenity Recovery Network’s mission is to help build a strong foundation of lifelong recovery in a structured residential setting for addicts and alcoholics and their families who suffer from the disease of addiction.

### Role responsibilities:

- Coordinates with local treatment facilities, jails and other programs to recruit and retain residents for the Serenity House. Responsible to ensure new residents complete Shelter From The Storm program and are aware of all house policies and requirements.
- Provides daily on-site support to residents as necessary, encouraging life and recovery skills. This includes coordinating and implementing programs and resident management services.
- Plans and coordinates recreational, leisure, life skills, vocational/educational, employment and drug/alcohol relapse prevention activities while promoting self and peer advocacy.
- Ensures that the environment is safe, and residents are adhering to house rules, Board policies and regulations.
- Implement and update Family Day I and II – Coordinate with AHFM Program Director.
- Completes daily (5x per week) room checks and walk through of the entire house to ensure residents are cleaning up after themselves in common areas and bedrooms. Ensures exterior of house is clean from litter and has neat landscaping done. Promoting a “good neighbor” atmosphere for the neighborhood.
- Ensures that all residents follow rent policy and house does not have excessive amount of back rent
- Facilitates Individual Resident’s reviews and Residential House Meetings, attends 1 evening house meditation per week and 3 morning meditations per week, meets with each resident on a weekly basis and complete appropriate documentation from meeting.
- Attends Monthly Board meetings to present reports and provide updates on Serenity House.

### Qualifications:

- Must be active in a 12-step recovery program
- Minimum 3 years in Recovery, 5 years or more preferred.
- Minimum 2 years’ experience in Intensive Outpatient and/or residential facility - 3 or more preferred. Needs the ability to facilitate a resident being successful in recovery
- Must have or working towards a CDCA and/or Peer Support Specialist Certificate

### Compensation and Benefits:

- Salary Range \$2100 - \$2500 Monthly commensurate with experience
- 45-55 Hour work week as needed - Flexible scheduling based on needs of the residents and overall house structure
- Vacation: After one-year employment, the SRN shall provide 2 weeks paid vacation with prior notice to the House Operations Committee
- Sick leave: Up to 10 days per year with an accumulation up to 20 days that can be carried over from one calendar year to the next. Notice shall be given to the other program director and follow up with payroll
- Professional Associations/ certifications-The SRN Board shall reimburse \$200 a year with proper receipts.

Please submit your Resume and any questions to [SRNetworkJobs@gmail.com](mailto:SRNetworkJobs@gmail.com)