

JOB DESCRIPTION: FATHERHOOD HEAD COACH

Job Title: Fatherhood Head Coach

Reports To: Director of Centers

Supervises: Volunteer Fatherhood Coaches

Classification: Part Time / Volunteer (16 hours/week) Non-Exempt

Travel: Must be able to travel to all centers (Bend, Madras, Prineville, Redmond)

Position Summary

The Fatherhood Head Coach leads the development and delivery of impactful programming for men navigating pregnancy situations. This role provides direct support to fathers, equips and mentors volunteer coaches, and ensures excellent service aligned with PRCCO's mission to transform one life at a time in Central Oregon. The Head Coach works closely with Center Managers and leadership to recruit, train, and support male volunteers, while also serving as a visible representative of the ministry in the community.

Qualifications

Required:

- Committed Christian who demonstrates a personal relationship with Jesus Christ and is in regular attendance at a local church fellowship
- Strong commitment and dedication to the pro-life position and sexual purity
- Agree with and uphold the PRCCO Statement of Principle, Statement of Faith, and Vision and Mission Statements
- Strong communication, leadership, organization, and teaching skills
- Ability to provide spiritual leadership, discipleship, and support to male volunteers
- Ability to complete tasks with a high degree of accuracy, autonomy and dependability
- Ability to travel to all PRCCO center locations (Bend, Madras, Prineville, and Redmond) on a regular basis

Preferred:

- Bachelor's degree in counseling, Christian ministry, or related field
- Minimum of one year in a ministry leadership position (staff or volunteer)

Core Responsibilities

- Lead and oversee Fatherhood Coaching services and volunteer team
- Provide direct support and mentorship to male clients as needed
- Recruit, train, develop, and encourage volunteer Fatherhood Coaches
- Ensure ongoing education, coaching, and evaluation of volunteer coaches
- Collaborate with leadership to strengthen program resources and delivery
- Support and develop outreach efforts to engage fathers and expand program impact
- Promote and represent PRCCO within the community

- Build relationships with churches, community organizations, and individuals

Tasks

- Collaborate with Center Managers at their respective centers on a monthly basis to recruit, interview, and onboard Fatherhood Coaches
- Train new male volunteers and provide ongoing coaching, evaluation, and support
- Meet regularly with Fatherhood Coaches to encourage and equip for effective service
- Provide spiritual leadership to male volunteers, including distributing PRCCO's weekly devotional
- Maintain a regular presence in each center in order to connect with Center Managers, Fatherhood Coaches, staff, and other volunteers
- Ensure Fatherhood Coaches provide in-center coverage on a regular basis
- Provide monthly and year-end reports on program and client statistics
- Research and recommend curriculum, tools, and resources for coaches and clients
- Assist leadership in reviewing and improving program policies, procedures, and training materials for the Fatherhood Program
- Represent the Fatherhood Program at community meetings, churches, and partner organizations
- Build and maintain partnerships with local organizations and ministries aligned with promoting sexual purity and strong families
- Participate in PRCCO staff meetings, trainings, and ministry events
- Support fundraising efforts and represent PRCCO in the community as requested
- Perform other duties as assigned

Skills

- Excellent computer skills with the ability to learn new applications quickly (Word, Excel, email, Google Workspace)
- Ability to troubleshoot and work independently

Additional Expectations

- Flexibility to support program needs as they arise

This job description is not a complete list of responsibilities or requirements and does not constitute a contract of employment. PRCCO may modify this role or its duties at any time. If an offer of employment is extended by PRCCO, you will be asked to sign this document confirming you can perform the essential functions of the position and understand that employment with PRCCO is at-will, meaning it may be ended by you or PRCCO at any time, with or without cause or notice.

Employee Name

Employee Signature

Date

Supervisor Name

Supervisor Signature

Date: