

HOPE Center Manager

Job Description

If you are just looking for a job, then keep looking, this is way more than just a job, this is the opportunity to make an impact on the lives of the people in your community. This is work with a purpose, this is ministry.

An ideal candidate is

- Self-motivated
- Decisive and goal-oriented
- Able to supervise and manage others
- Able to create and maintain systems
- Dependable and efficient
- Growing as a Christian with a passion for making a difference in our community
- Actively involved in a local church or home fellowship
- Mature in attitude displaying: compassion, respect to others, willingness to learn, and a team player
- Living as a role model in all aspects of their life
- Conflict management with a low tolerance for avoiding issues, capable of clearly communicates instructions, motivate, challenge and consistently address training goals with trainees
- An individual who works well with a diverse group of people and has a desire to help others pursue excellence through job training, personal, emotional and spiritual growth
- The willingness to embrace the mission, vision, and culture of the HOPE Center and Hope at Work Program as it grows and develops

Desired Skills

- Working knowledge of MS Office
- Able to lift 50 lbs., work efficiently, and stand on your feet for entire shift
- Conflict management skills with a low tolerance for avoiding issues
- Excellent communication skills

Wage and Hours

- Salary depending on experience
- Full time 5 days a week, shifts scheduled Mon – Sat 8 am - 7:30 pm
- Retirement benefits
- Paid vacation
- Paid sick leave
- Paid holidays
- Medical benefits