

OFFENDER JOB DESCRIPTION

JOB TITLE: Field Minister

DOT CODE: 000-412-100

I. Essential Job Functions

Performs one or more of the following duties as directed by the Field Ministry Advisory Council under the supervision of the Chaplain or other appropriate correctional staff:

1. Assist Chaplain in religious or non-religious, unit-community service-oriented ministry with orientation, mentoring, tutoring, personal improvement or pre-release.
2. Assist Chaplain in religious or non-religious, crisis ministry during funerals, grief counseling, hospice or hospitals.
3. Assist Chaplain in religious or non-religious, counseling ministry with Tier Walking, offender forgiveness, and family reconciliation.
4. Assist Chaplain in faith-based ministry with religious programming and offender-led ministries.
5. Conduct offender-led ministries including Discipleship Classes, preaching, and leading prayers.
6. Planning and conducting offender-led, faith-based worship services.
7. Serve as mentors to underclassmen in support of SWBTS educational and intern training programs.
8. Propose ministry activities to unit-level authorities and Field Ministry Advisory Council.
9. Must be Certified Instructor from Heart of Texas Foundation Field Minister Seminary at Darrington Unit.

Performs other tasks when assigned by staff. Maintains a good working relationship with fellow offender workers and supervisors. Adheres to all safety rules and regulations.

II. General Qualification Requirements

A. Education, Experience and Training

Must be a graduate of the Southwestern Baptist Theological Seminary (SWBTS) with a Bachelor of Science Degree in Biblical Studies. Must be selected by the Field Ministry Advisory Council (FMAC).

B. Security Considerations

Must be Level G1, G2 or G3 custody. Staff and volunteers should be cognizant of the offender's length of sentence and possible violent offense history and ensure appropriate supervision is provided. Wardens will be advised of those offenders with sexual related offenses and kidnapping and ensure that their duties do not allow the offender access to female non-uniformed staff in isolated areas.

III. OJT Eligible

No

IV. Physical/Mental Characteristics/Special Conditions

To be determined by the offender's HSM-18 job restrictions and classification plan custody characteristics and boundaries.

IV. Related Vocational Training

None

Certification: I certify that, to my knowledge, this is an accurate and complete description of the duties and responsibilities of this position.

Debra Gibbs

Debra Gibbs, Assistant Director
Classification and Records

May 30, 2019

Date